The AllPro for Employment Networks Database Application

- Ticket-Holder Tracking
- IWP, EN Supplemental, Payment Forms and Related Reports
- Detailed Service Record Journals by Ticket-Holder
- Task Tracking
- Email Communications Directly From the Database
- APOR and Industry Statistics Reporting On Demand For Any Time Period

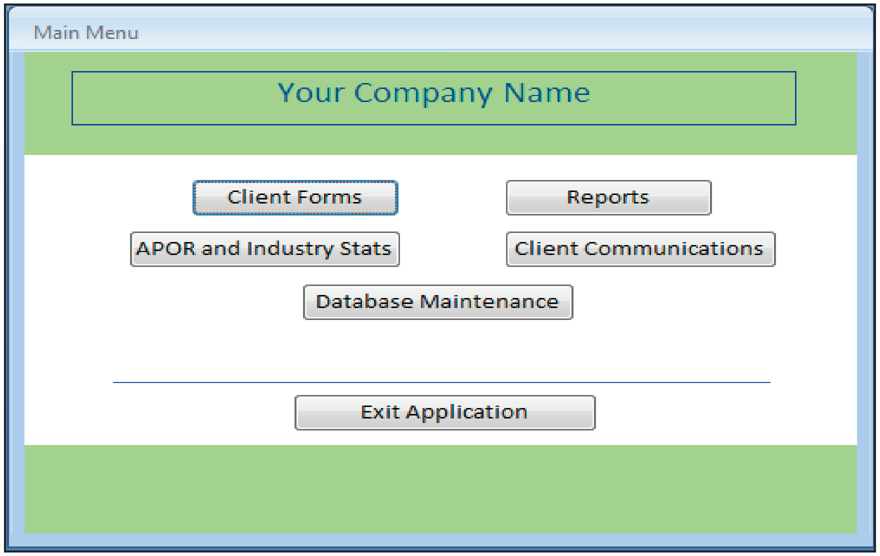
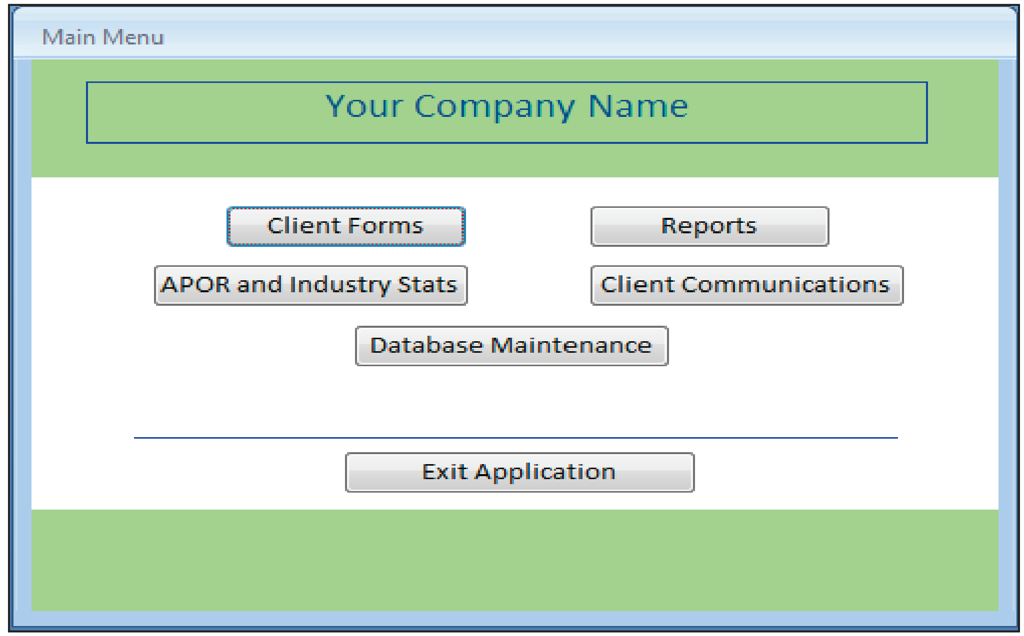


Table of Contents

The AllPro Main Menu

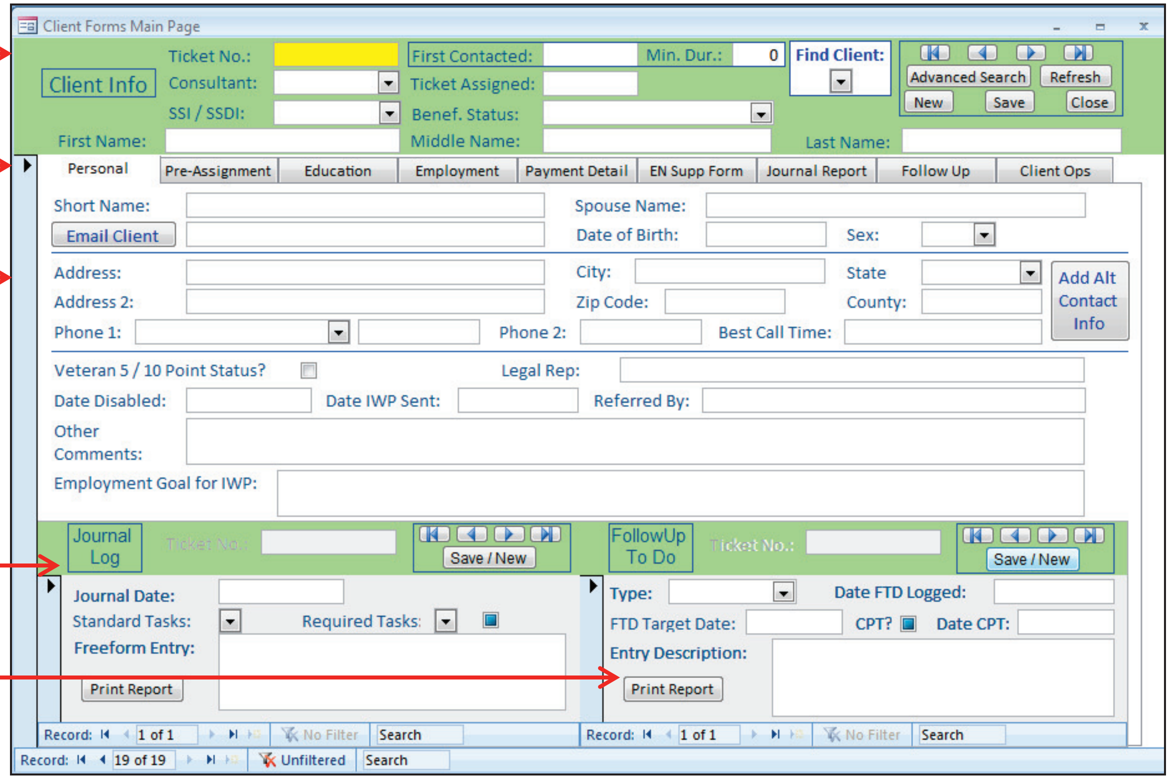
- A Switchboard for All Tasks
- Easy to Understand Design
- From Here the User Can:
    - Set-Up the Application For First Use
    - Access Forms to Load Client Data
    - Print Key Reports
    - Check Vital Statistics On Demand
    - Send and Log Batch Emails



Main Menu: Client Forms

Five Main Features:

1. Top or "Persistent" Layer
2. Form Tabs
3. Data Input Section(s)
4. Journal Log
5. Follow-Up / To Do Tasks

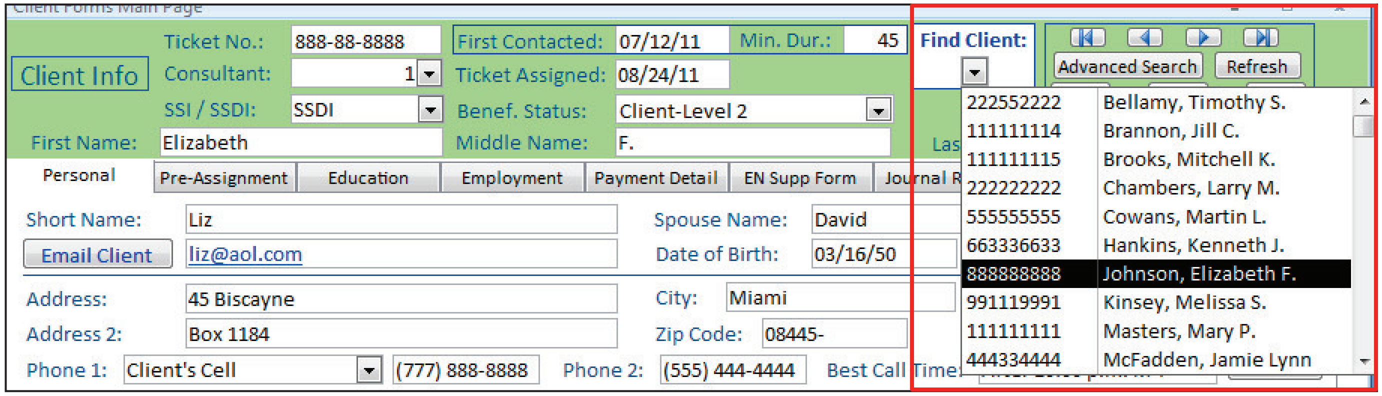


- 95% of all work will be done within Client Forms
- Journal, Tasks and Forms areas "linked" at all times
- Nine separate tabs provide different functionality

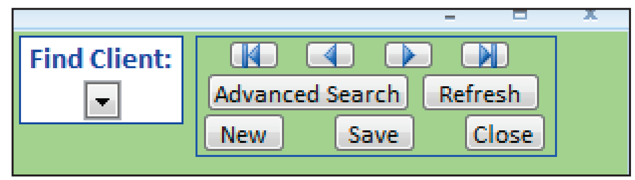
Any Ticket-Holder Data Shown Is Fictitious

Using "Find Client" and Navigation Buttons

- The "Find Client" and Nav Buttons can be found at the top of the Client Forms area.
- By clicking the button, the user can scroll and find the ticket-holder needed.

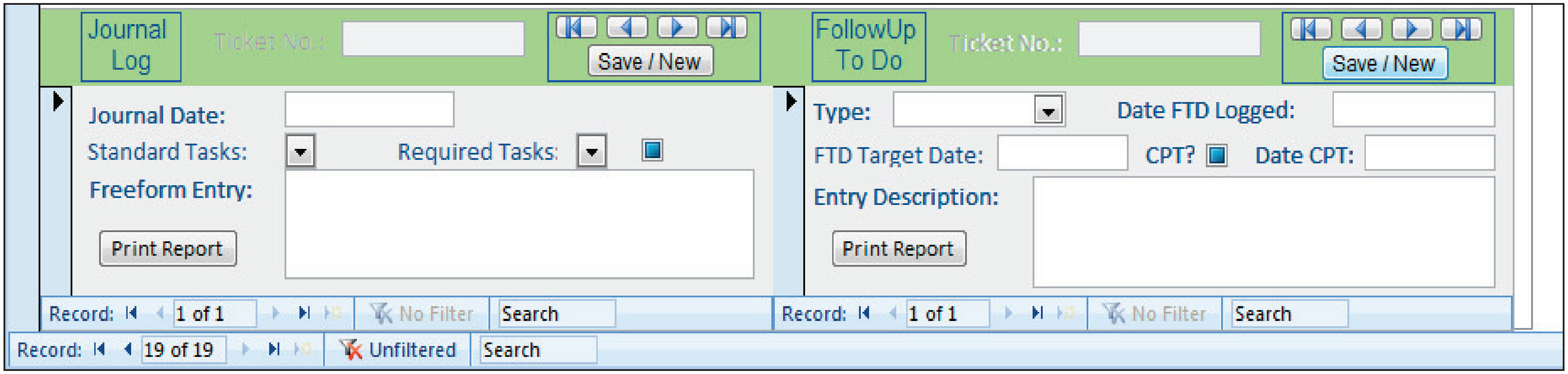


- On most all AllPro forms and input screens, navigation buttons can be found at the top right. Use the arrows to move at will among ticket-holders stored in the database.
- Such arrows can be used to move among journal entries on the journal form or payment requests on that form.
- The user can also use the "Advanced Search" button to locate a particular piece of information in the Client file.
- "New" opens a blank form for a new record; "Save" is used to save your edits and work; "Close" closes the form and returns the user to the main menu.



- The "Refresh" button is useful to save work and refresh all forms.
- This is especially useful after an auto-log is placed in the journal to ensure proper viewing.

Journal Log and Follow-Up / To-Do



Journal Features:

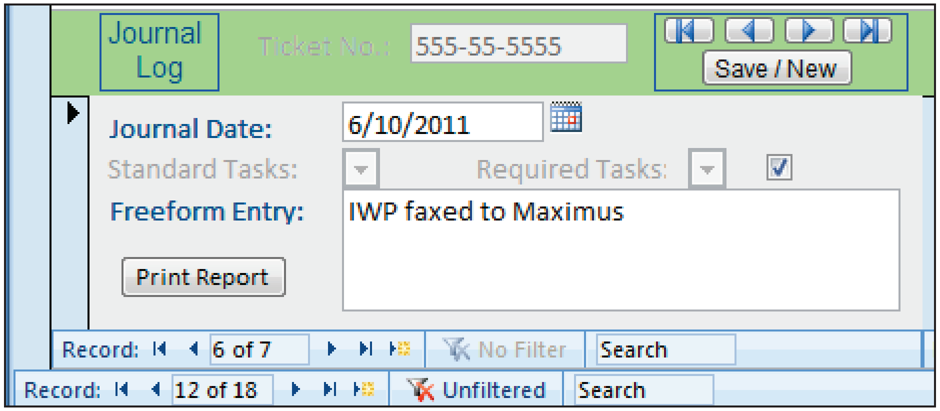
- Stores all journals for on-demand access
- Stores unlimited number of journals
- “Pull-down” arrows available for over 40 standard and required tasks
- Freeform entry box available to enter any journal log needed
- “Print” button available to print ticket-holder service log on demand

Follow-Up / To-Do Features:

- Stores all tasks for on-demand access
- Stores unlimited number of tasks
- “Pull-down” box available to select type
- Target date and freeform entry boxes available to describe the planned task
- “Print” button available for reporting
- By clicking “Cpt?”, the completed task is automatically sent to the Journal Log

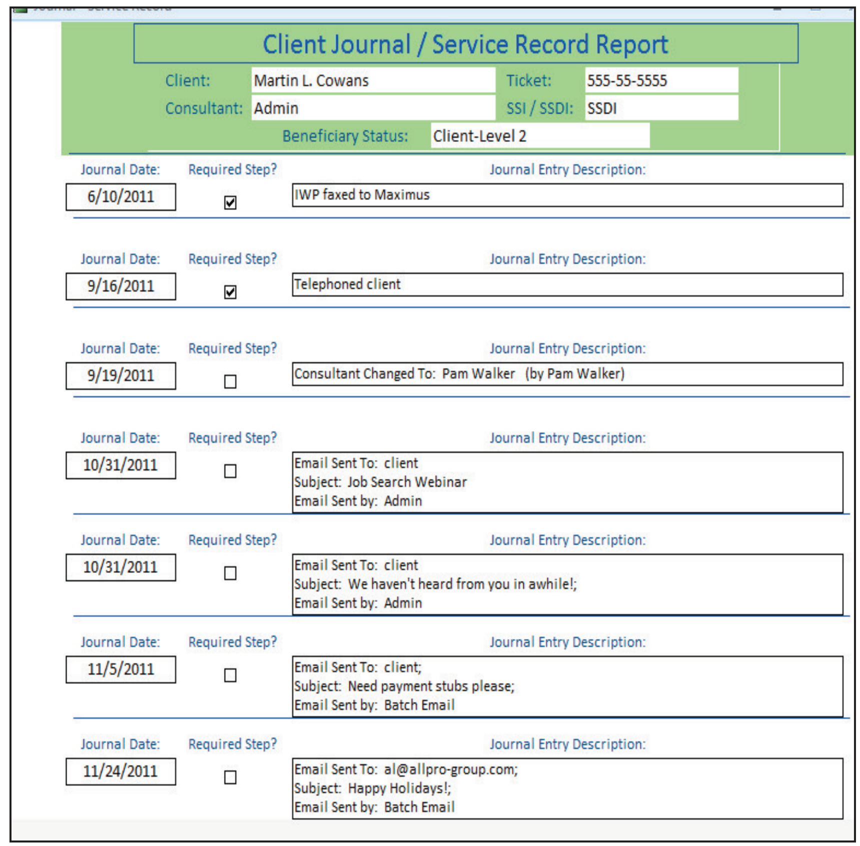
Any Ticket-Holder Data Shown Is Fictitious

Example: Journal Log



- A Service Record Report is available on-demand at all times
- The information within the Service Record Report is stored permanently within the AllPro application
- Service Record Reports can be used to provide validation of services needed for payment requests or as an audit if needed

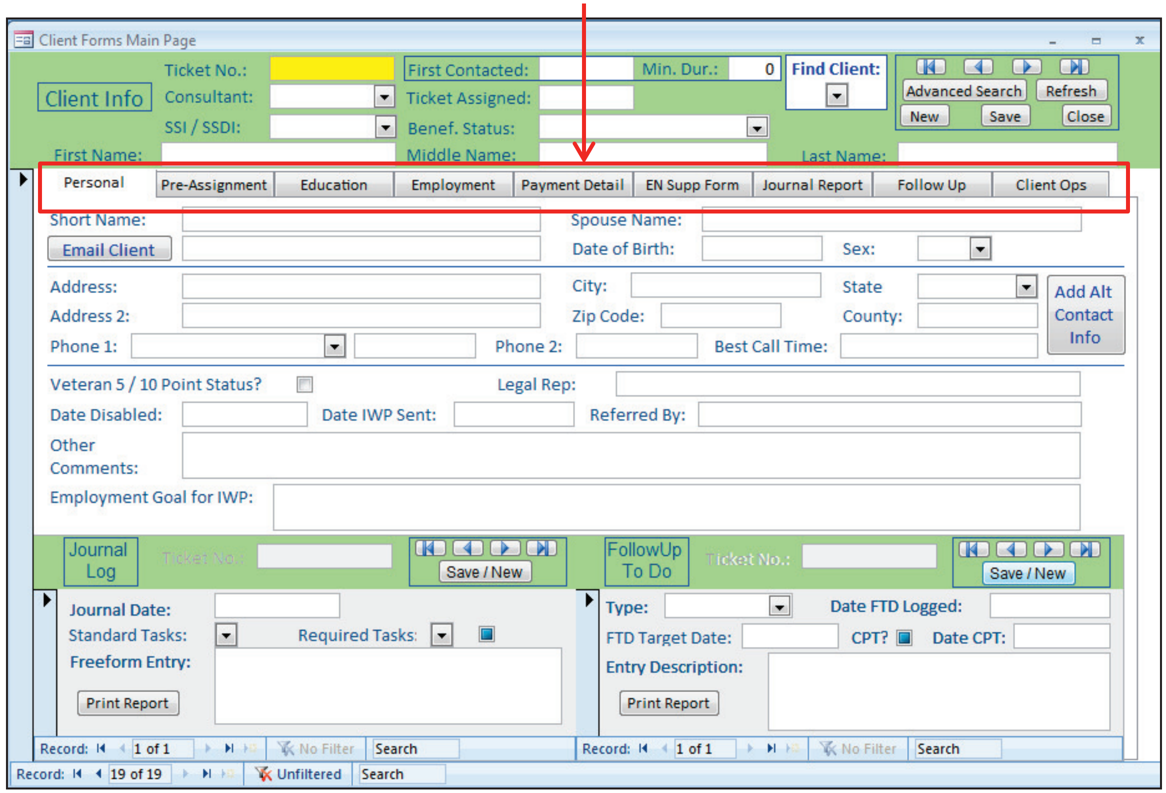
Example: Service Record Report



Any Ticket-Holder Data Shown Is Fictitious

1. Personal
   - Name, address, contact info
2. Pre-Assignment
   - IWP Prep and Pre-Assign info
3. Education
4. Employment
   - Employer, benefits info
5. Payment Detail
   - Payment Requests and Tracking
6. EN Supp Form
   - EN Supplemental Form prep
7. Journal Report
8. Follow Up
9. Client Ops
   - Client reports, email, letters

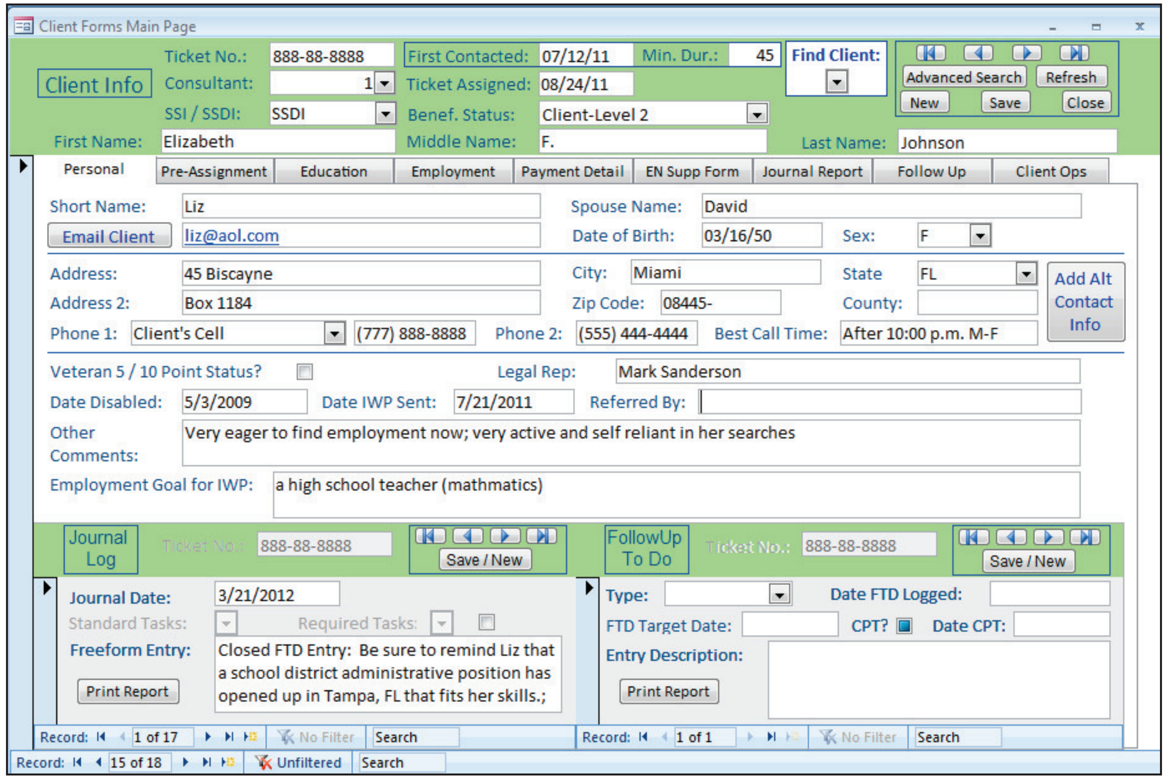
Nine Form Tabs



- Above view shows the “Personal” tab
- Ticket-holder contact and alternate contact info
- Email ticket-holder, enter employment goal

Tab 1: Personal

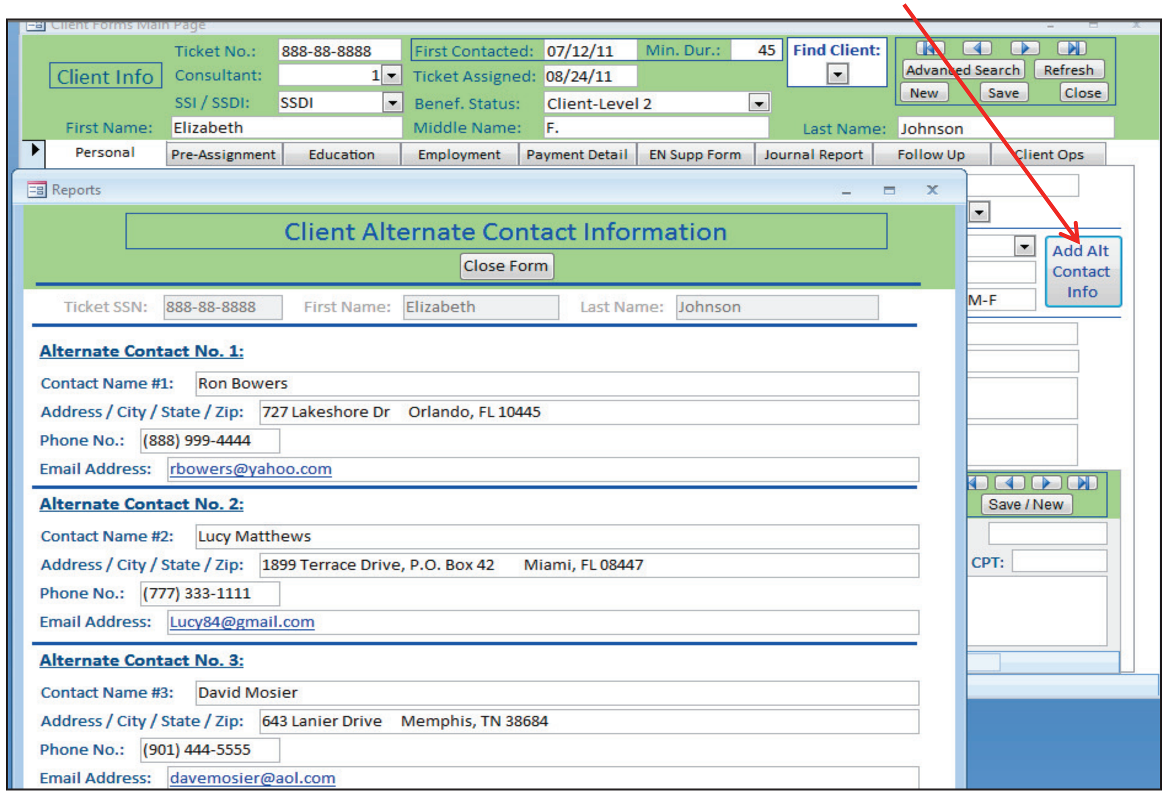
1. Contact information, phone numbers, email address for ticket-holder.
2. User can include legal representative name if any.
3. Fields are included for both “Other Comments” and “Employment Goal”. Employment Goal is needed for the IWP form.
4. Note that an email can be sent directly from this form using Outlook.



“Add Alt Contact Info” Button

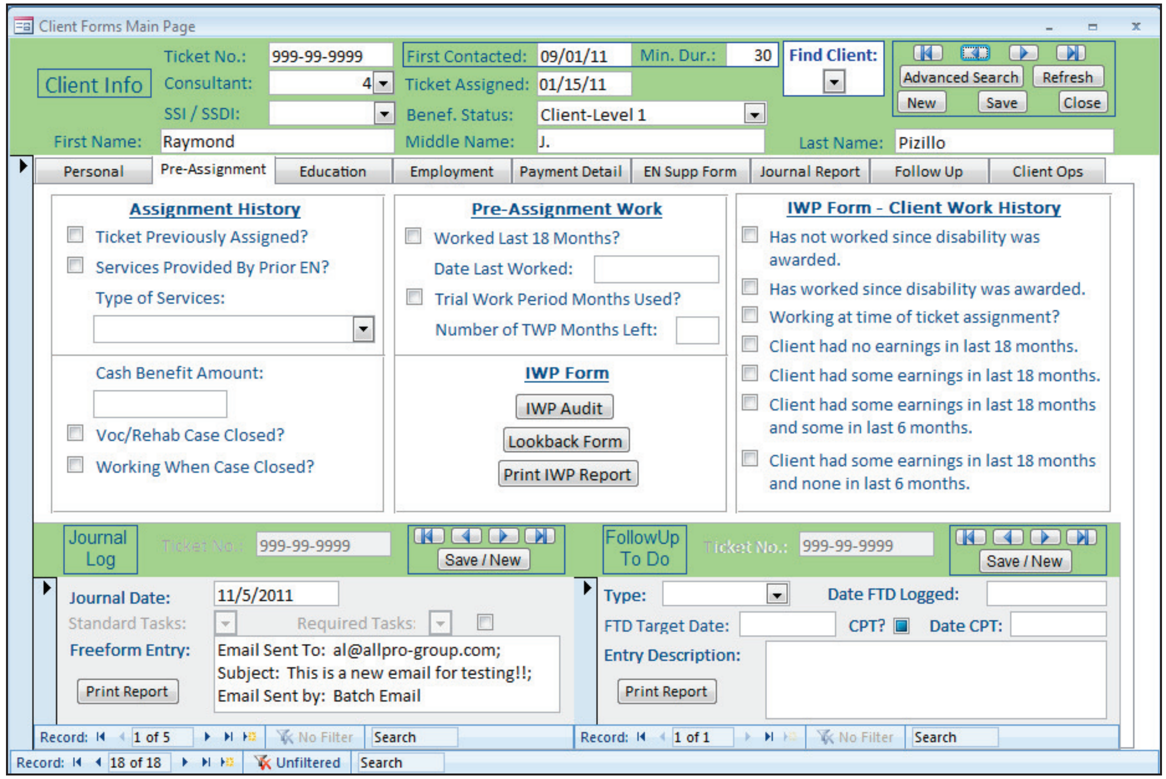
The “Add Alt Contact Info” button on Tab 1: Personal opens a sub-form where the user can enter up to three (3) alternate contacts for the ticket-holder.

Alternate contact information is required for the IWP Report.

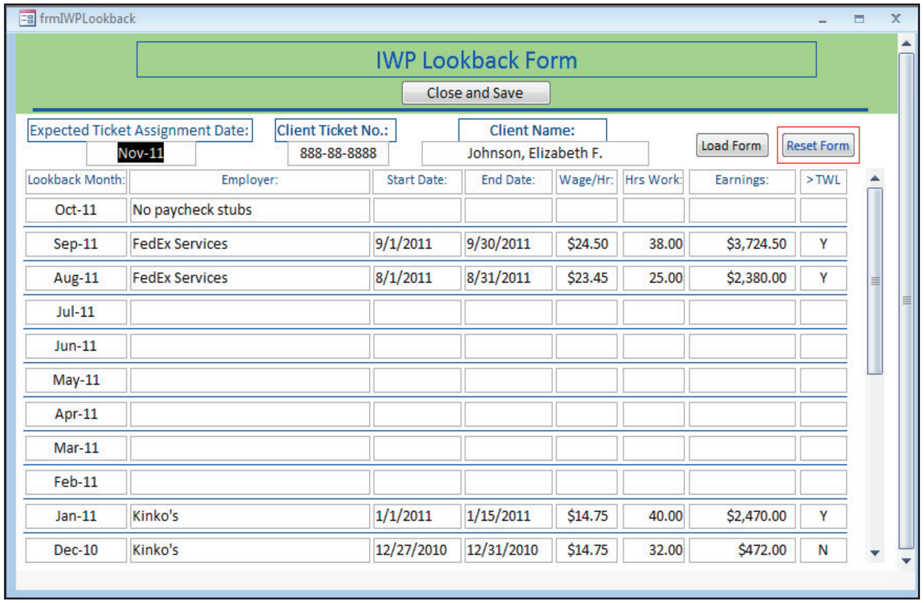


Tab 2: Pre-Assignment

1. Assignment History Questions
2. Pre-Assignment Work History
3. IWP Form Preparation
   - Preparation audit capability
   - Preparation of embedded Lookback Calendar
   - Print button to print IWP report
4. IWP Form Work History
   - Preparation of work history check boxes needed for IWP Report



Lookback Form



frmIWPLookback

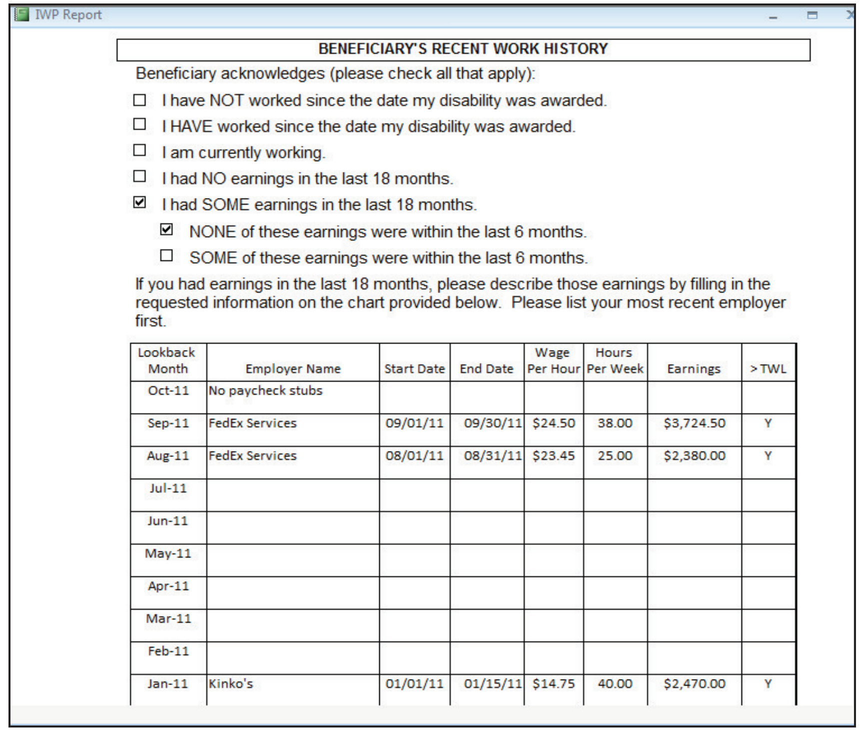
IWP Lookback Form

Close and Save

Expected Ticket Assignment Date: Nov-11 | Client Ticket No.: 888-88-8888 | Client Name: Johnson, Elizabeth F. | Load Form | Reset Form

Lookback Month:	Employer:	Start Date:	End Date:	Wage/Hr:	Hrs Work:	Earnings:	>TWL
Oct-11	No paycheck stubs						
Sep-11	FedEx Services	9/1/2011	9/30/2011	$24.50	38.00	$3,724.50	Y
Aug-11	FedEx Services	8/1/2011	8/31/2011	$23.45	25.00	$2,380.00	Y
Jul-11							
Jun-11							
May-11							
Apr-11							
Mar-11							
Feb-11							
Jan-11	Kinko's	1/1/2011	1/15/2011	$14.75	40.00	$2,470.00	Y
Dec-10	Kinko's	12/27/2010	12/31/2010	$14.75	32.00	$472.00	N

Example: Page 2, IWP Form



IWP Report

BENEFICIARY'S RECENT WORK HISTORY

Beneficiary acknowledges (please check all that apply):

- ☐ I have NOT worked since the date my disability was awarded.
- ☐ I HAVE worked since the date my disability was awarded.
- ☐ I am currently working.
- ☐ I had NO earnings in the last 18 months.
- ☑ I had SOME earnings in the last 18 months.
  - ☑ NONE of these earnings were within the last 6 months.
  - ☐ SOME of these earnings were within the last 6 months.

If you had earnings in the last 18 months, please describe those earnings by filling in the requested information on the chart provided below. Please list your most recent employer first.

Lookback Month	Employer Name	Start Date	End Date	Wage Per Hour	Hours Per Week	Earnings	>TWL
Oct-11	No paycheck stubs						
Sep-11	FedEx Services	09/01/11	09/30/11	$24.50	38.00	$3,724.50	Y
Aug-11	FedEx Services	08/01/11	08/31/11	$23.45	25.00	$2,380.00	Y
Jul-11							
Jun-11							
May-11							
Apr-11							
Mar-11							
Feb-11							
Jan-11	Kinko's	01/01/11	01/15/11	$14.75	40.00	$2,470.00	Y

Pre-Assignment Tab, Continued:

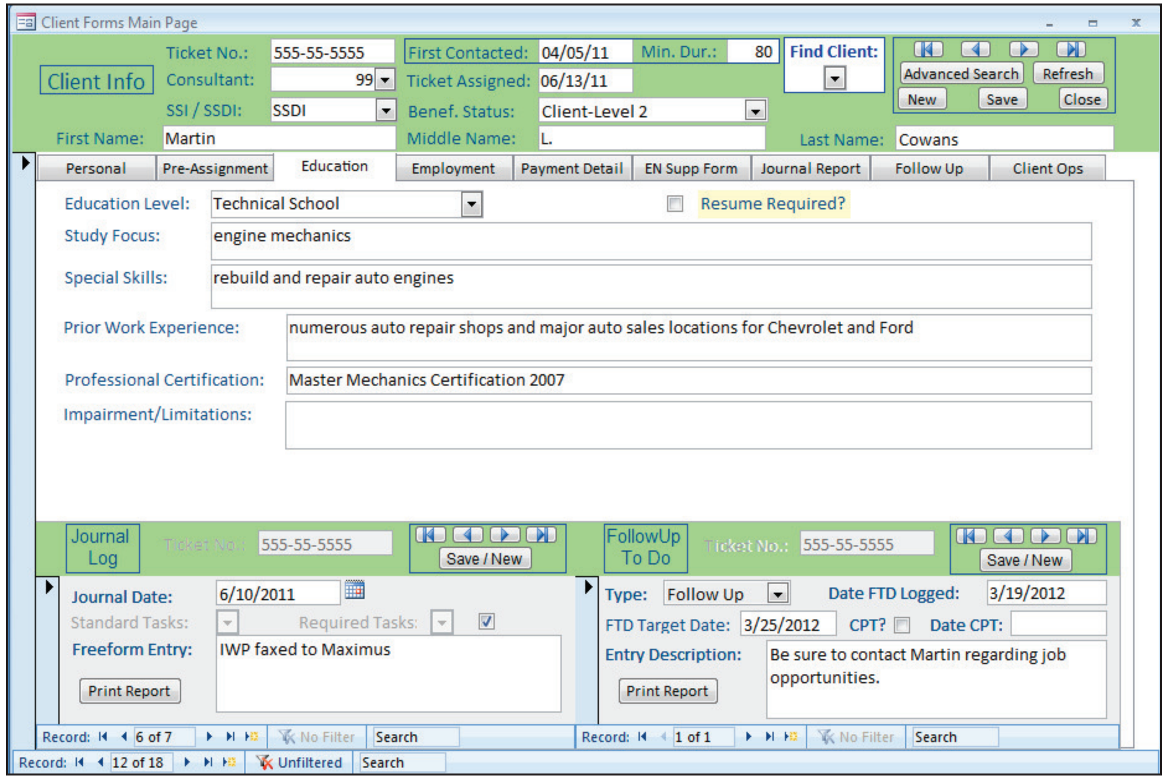
- The "Lookback Form" button opens the above form for Lookback preparation. The form is stored but can be edited.
- The example above shows the IWP Form, page 2 with the embedded Lookback Form

Any Ticket-Holder Data Shown Is Fictitious

Tab 3: Education

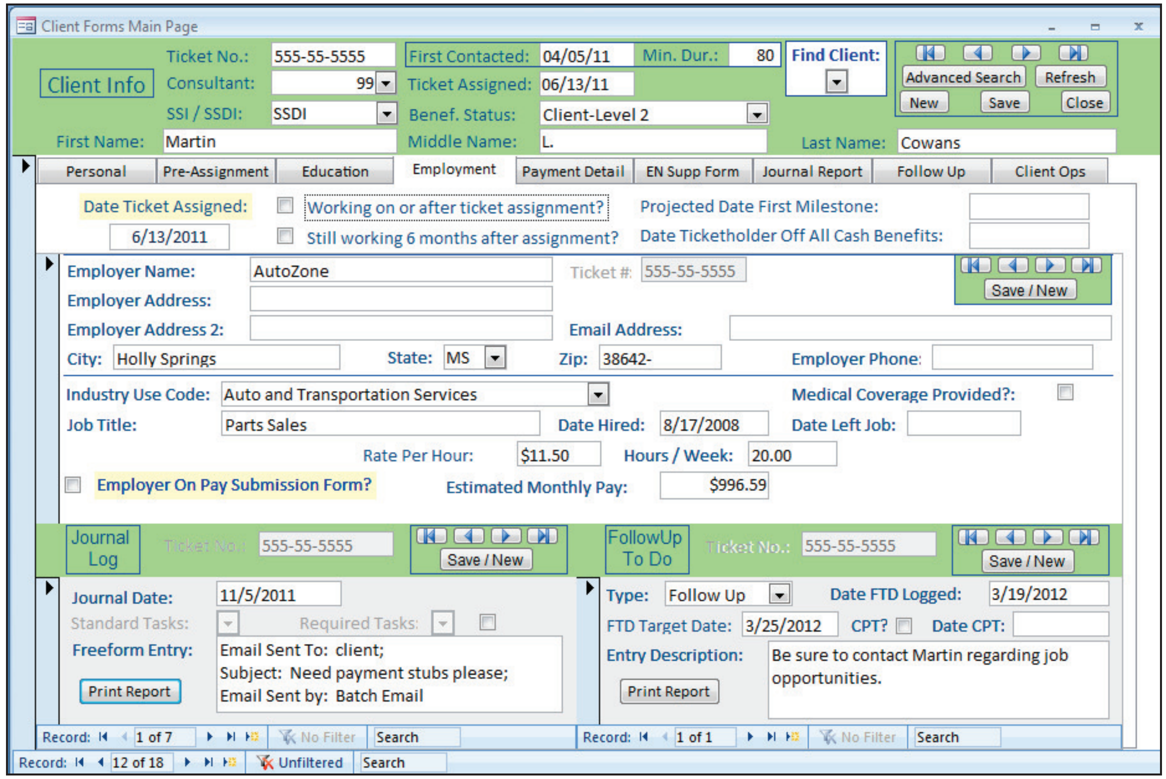
Form input areas:

- Educational level
- Study focus
- A description for special skills
- Prior work experiences
- Professional Certification, if any
- A description of any impairments or limitations as provided by the ticket-holder



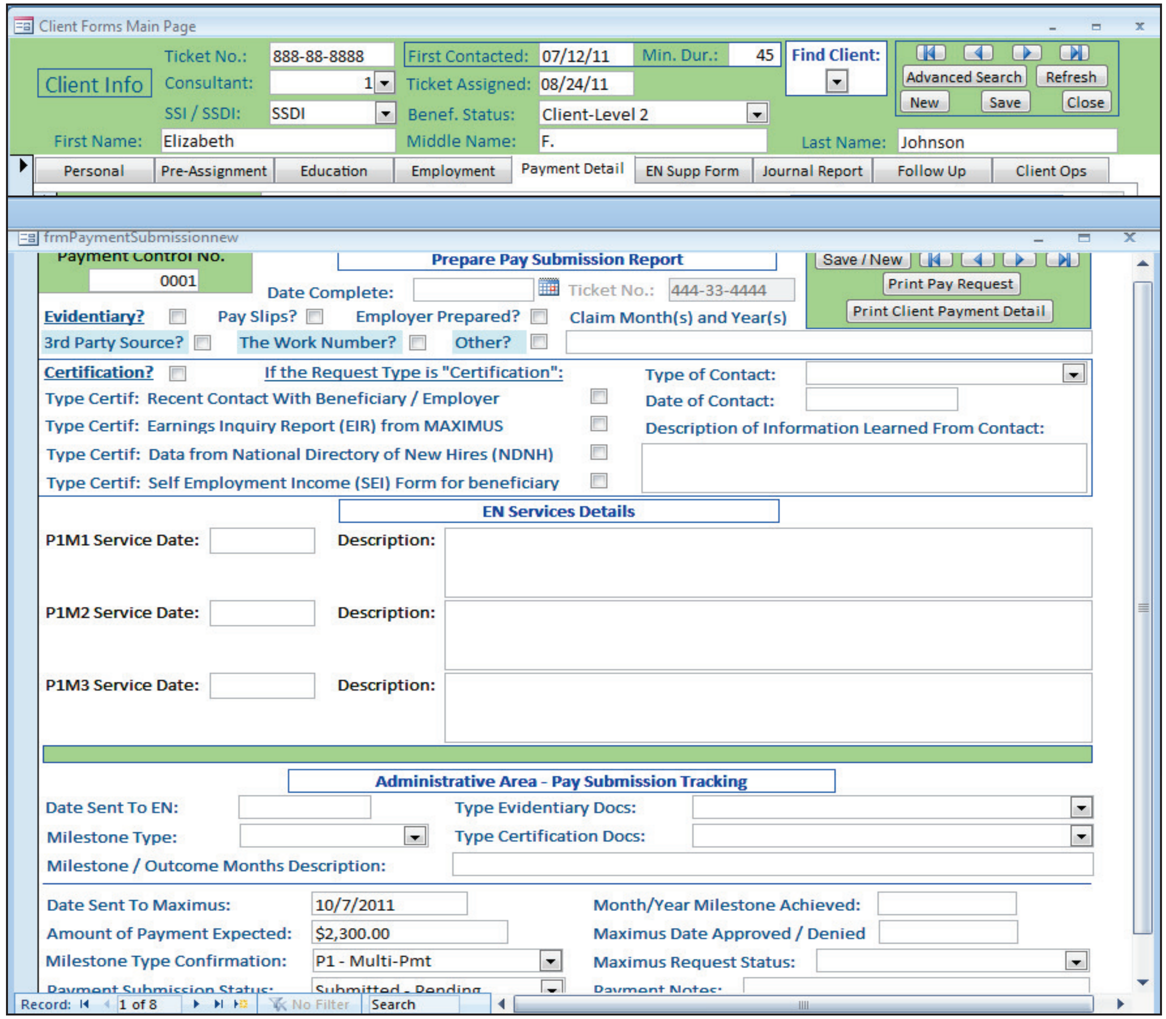
Tab 4: Employment

1. An embedded form that allows input for an unlimited number of employers
2. Input areas:
   - Working status check boxes
   - Employer name, address, email address, phone
   - Check box for employer medical coverage, if any (used on APOR report)
   - Industry use code (on APOR)
   - Date hired; date left job (used on APOR report)
   - Rate/hour, hours/week, estimated monthly pay (used for APOR report
   - Check box to allow placement of employer on pay request form



Tab 5: Payment Detail

1. An embedded form that allows input for an unlimited number of payment requests. All payment requests are permanently stored for on-demand printing.
2. Input areas:
   - Allows both Evidentiary and Certification payment request types
   - Provides input area for P1M1, P1M2, P1M3 Service details
   - Administrative area is provided for payment tracking, pay-status tracking, amount, date submitted, date paid



Example: Payment Request

After preparation of the Payment Request on Tab 5, the report can be printed at any time or re-printed when necessary for any ticket-holder.

Ticket to Work

MAXIMUS Federal Services

EN Payment Request Form

Use this form to request Evidentiary Payment Requests (EPRs) or Certification Payment Requests (CPRs)

To ensure prompt and accurate payment to your Employment Network, please complete the following form and attach any acceptable earnings information required.

I. Employment Network Information

1. EN Organization Name: **Your Company Name**
2. DUNS Number (Data Universal Numbering System): **88-8999999**
3. Is the financial institution and bank account information provided in your Central Contractor Registration (CCR) current?

   Yes ___ No ___ (if No, please visit www.ccr.gov and update your CCR registration with your current bank account information before submitting this request)

   Incorrect or outdated information in CCR will prevent payment issuance to your Employment Network.

II. Ticket-holder Information

4. Ticket-holder's Name: Elizabeth F. Johnson
5. Ticket Number/Social Security Number: 888-88-8888
6. Name of Ticket-holder's Employer: Miami School District
7. Employer's Address: 1100 Biscayne drive Miami, FL
8. Payment Method for this Ticket Assignment:

   A. Outcome Payment Method **B. Milestone-Outcome Payment Method**

III. Phase I - Milestone I Earnings Information *(Complete only if requesting Phase I Milestone I)*

Please choose one of the following options by placing an "X" next to your selection:

A. The beneficiary achieved TWL earnings during the calendar claim month. (TWL - $720-2010 and 2011, $700-2009, $670-2008)

B. The beneficiary achieved less than TWL, but is expected to achieve TWL earnings within the next 2 months.

C. The beneficiary achieved less than TWL earnings and is not expected to achieve TWL earnings within the next 2 months.

Ticket to Work and Self-Sufficiency Program - Payment Request
P.O. Box 1433
Alexandria, VA 22313-1433

-1-

FAX: 703-483-3289

F-PMT-7013 EN Payment Request Form V03

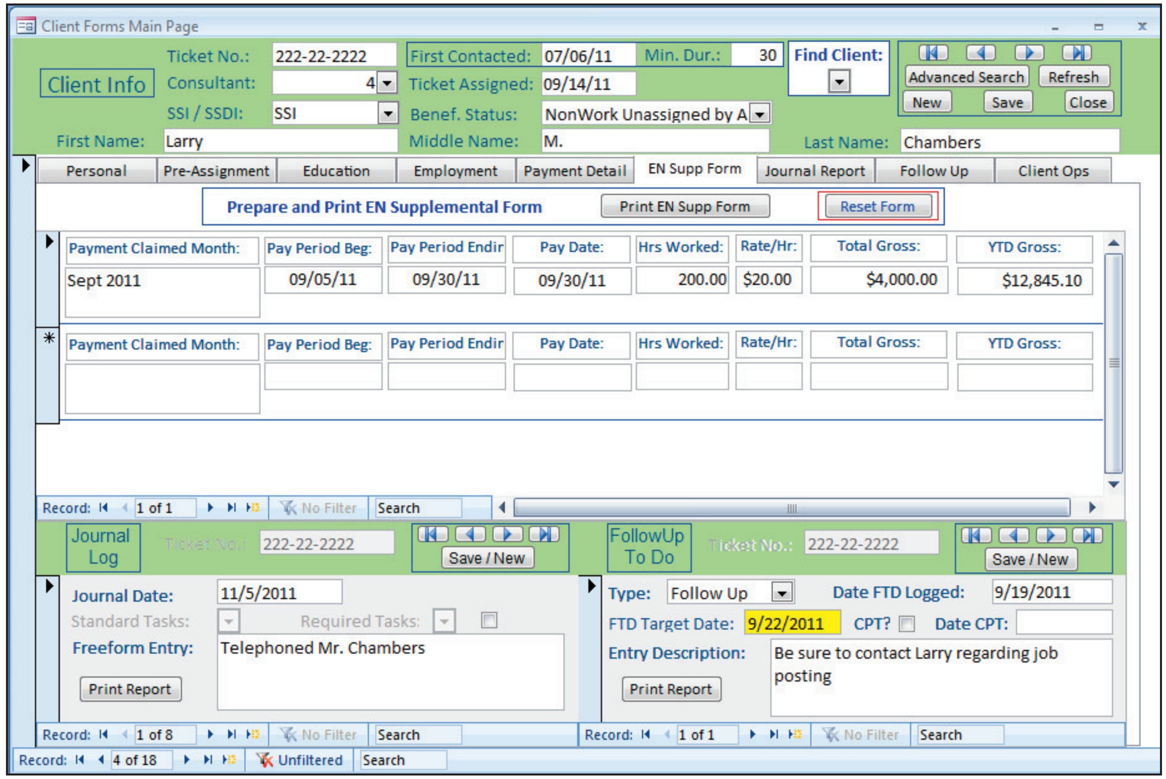
Any Ticket-Holder Data Shown Is Fictitious

Tab 6: EN Supp Form

An EN Supplemental Earnings Statement can be prepared within Tab 6. The form can be edited or "reset" if the user wants to start from scratch.

A "Print EN Supp Form" button is available to print the report at any time.

Note that the EN Supp Form data is stored within the database and can be recalled, edited or printed at any time.



EN Supplemental Earnings Statement

From Tab 6: EN Supp Form, a fully formatted EN Supplemental Earnings Statement can be printed on-demand after making the changes and edits to the form.

Note that an option exists to save all reports within the AllPro application in .pdf format.

Ticket to Work

MAXIMUS Federal Services

EN Supplemental Earnings Statement

If the primary evidence does not contain some required information, such as pay period end dates, please use this table to provide any missing information.

EN Organization Name: Your Company Name
DUNs Number: 888-999999

Beneficiary Name: Larry M. Chambers
Beneficiary Social Security Number: 222-22-2222

Please complete the Earnings Evidence Table below, listing each pay period on each line separately. Feel free to list multiple claim months for the same Ticket-holder on the same form.

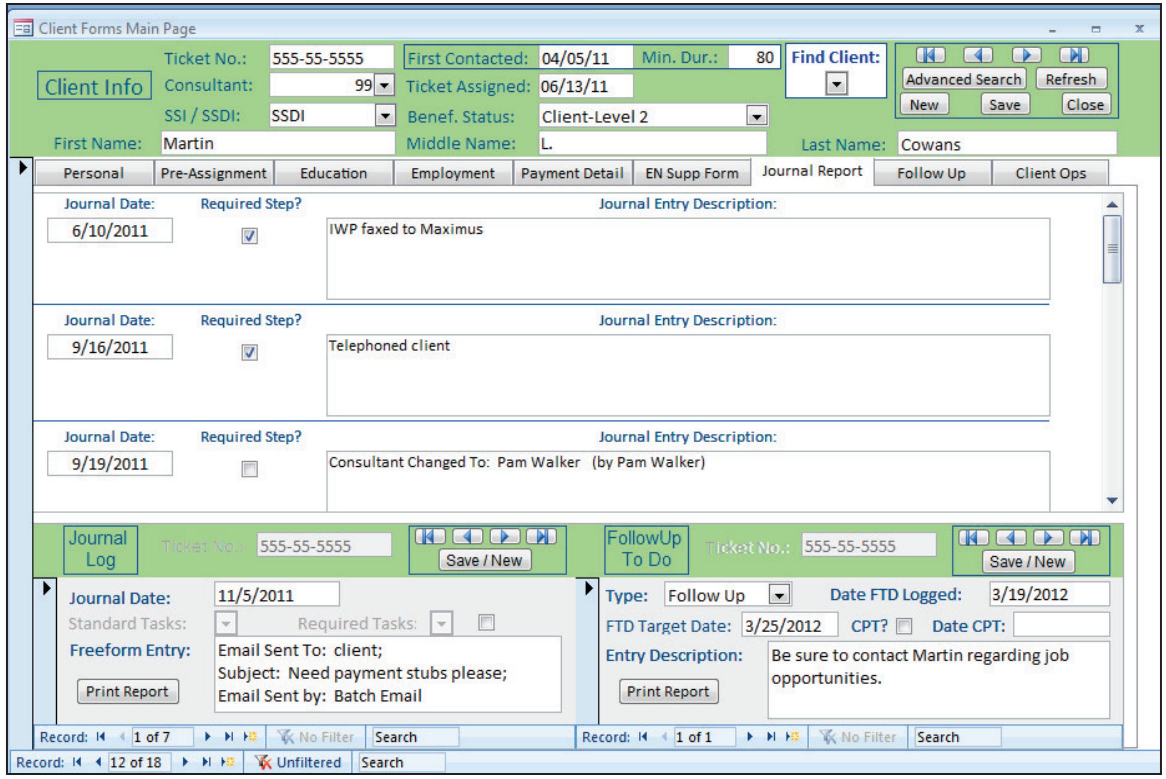
Payment Claimed Month	Pay Period Beginning	Pay Period Ending	Pay Date	Hours Worked	Hourly Rate	Total Gross Earnings	YTD Gross Earnings
Sept 2011	09/05/11	09/30/11	09/30/11	200.00	$20.00	$4,000.00	$12,845.10

EN Representative Name (Print): ____________________

EN Representative Signature: ____________________ **Date:** ________

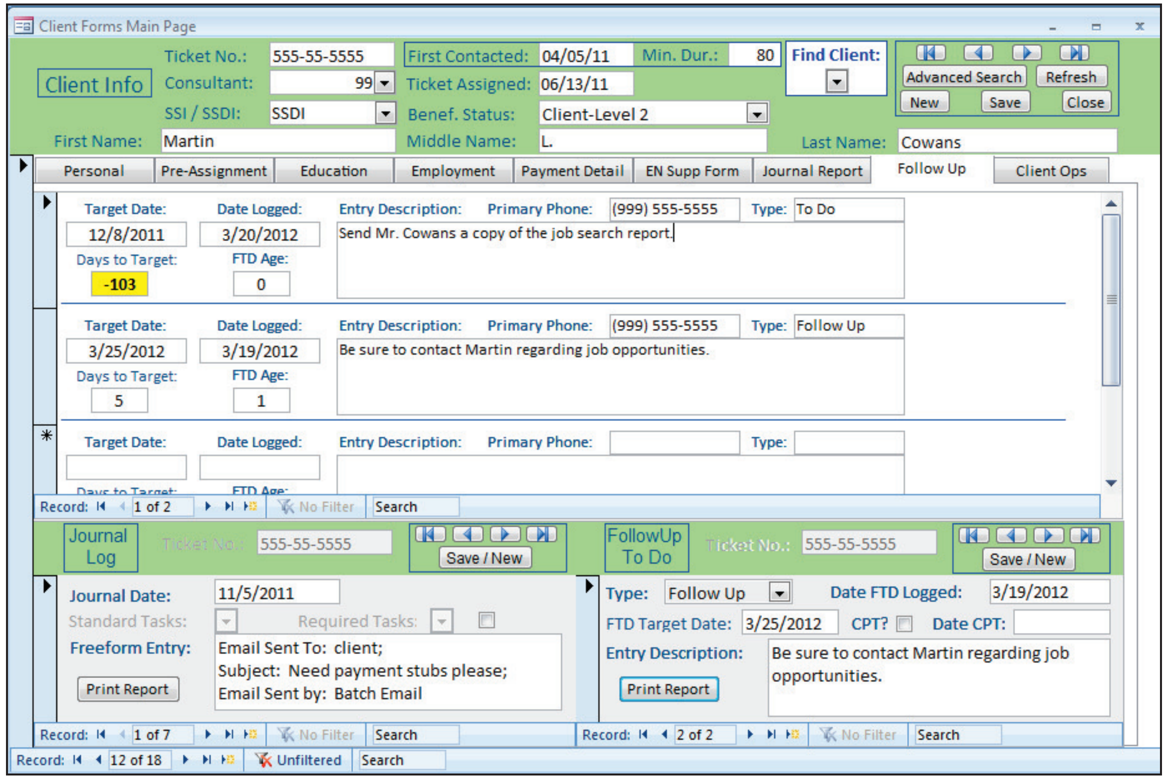
Tab 7: Journal Report

1. An on-screen report that allows the user to review journal log entries for the ticket-holder shown at the top of the Client Forms page.
2. The Journal Report is available anytime and will reflect all entries at the time of viewing.
3. Users can scroll through all entries using the scroll bar at the side of the report.



Tab 8: Follow Up

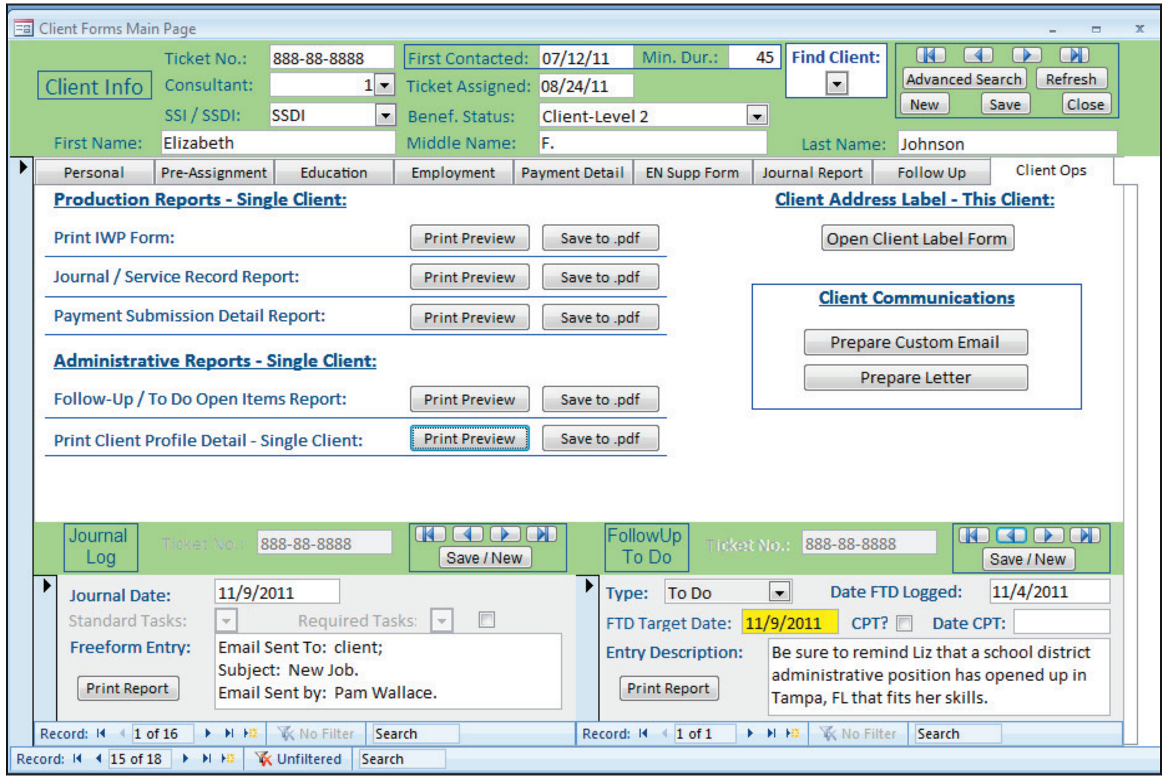
1. An on-screen, fully editable form that displays all open tasks for the ticket-holder.
2. Note that a late task displays a "Days to Target" total in yellow.
3. The user can edit a specific task date or entry description using this form.
4. After edit, the user can click "Save" to save the work done.



Tab 9: Client Ops

For the ticket-holder shown at the top of the form:

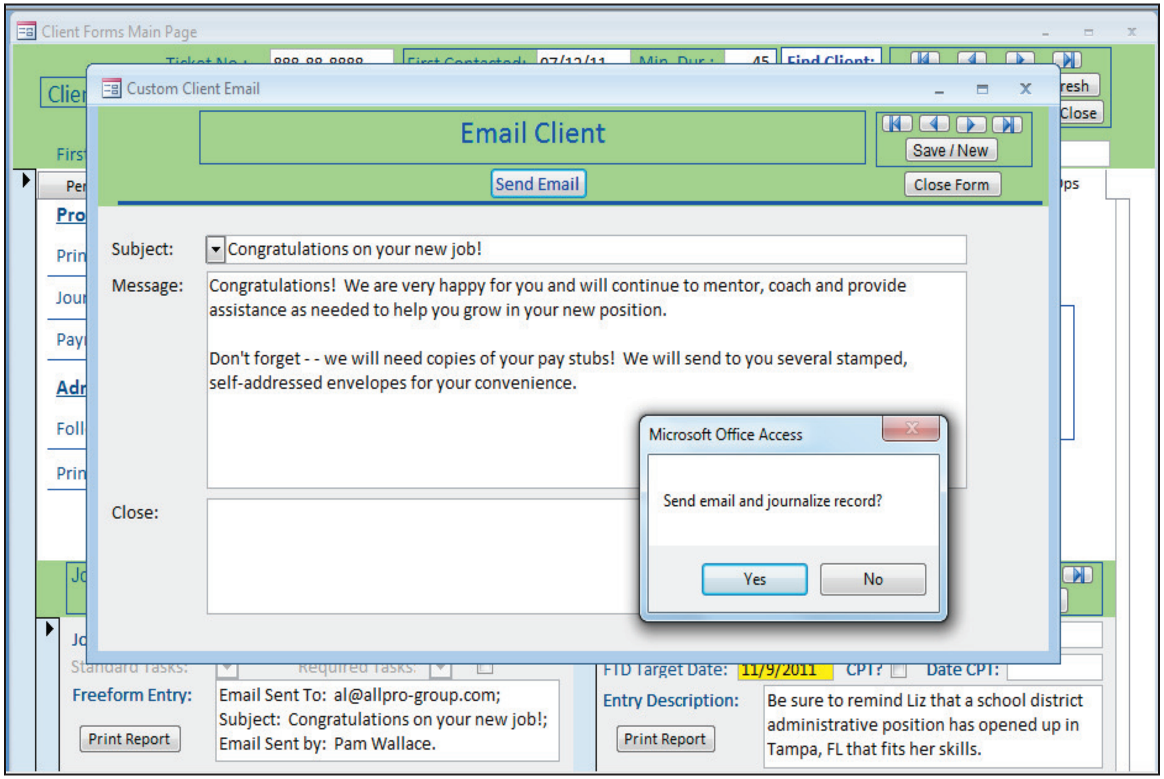
- The user can print IWP form, journal service record, or payment submission detail report.
- Follow-Up / To Do open item report is also available as well as a detailed client profile.
- If desired, the user can a “cut and paste” client mailing label for the ticket-holder shown.
- Finally, a custom email or letter can be emailed or printed for the ticket-holder. Journal entries are auto-logged for email and letter printing activities.



From Tab 9: Client Ops, the user can select the "Prepare Custom Email" button.

- A sub-form opens that contains standard email topics, messages and close information that the user can select over and over again.
- All standard messages are saved in the database.
- New messages can be added at any time for current or future use.
- Old messages can be edited and re-saved for immediate use.
- By clicking "Send Email", Outlook is invoked to send the email.
- Email recipient, subject, sender identification and date are auto-logged in the journal.

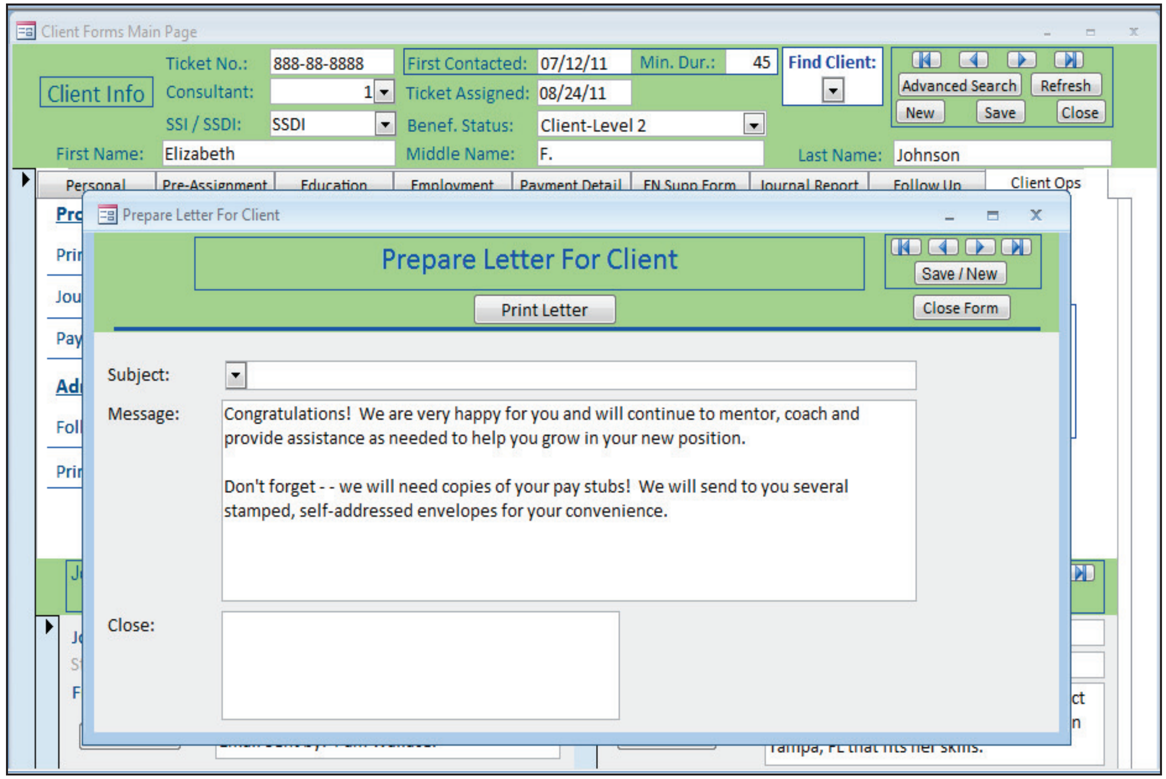
Prepare Custom Email



From Tab 9: Client Ops, the user can select the "Prepare Letter" button.

- A sub-form opens that contains standard letter topics, messages and close information that the user can select over and over again.
- All standard messages are saved in the database.
- New messages can be added at any time for current or future use.
- Old messages can be edited and re-saved for immediate use.
- By clicking "Print Letter", a letter is prepared for printing.
- Letter recipient, subject, sender identification and date are auto-logged in the journal.

Prepare Letter To Ticket-Holder



Any Ticket-Holder Data Shown Is Fictitious

From Tab 9: Client Ops, the user can select the "Prepare Letter" button.

The example of the letter (shown right) can be printed or saved to .pdf format at any time.

The letter content is pulled from the same standard content file that is used for sending emails. At times, a ticket-holder may not have email and will need to receive a letter instead.

Again, a journal log of the letter is saved automatically.

Example: Letter To Ticket-Holder

Your Company Name
Consultant: Pam Wallace
AnyBox 0444
Anytown, TN 38999-0444
Phone: (800) 444-9999
pam@yourcompany.com

March 21, 2012

Elizabeth Johnson
45 Biscayne, Box 1184
Miami, FL 08445

RE: Happy Birthday!

Dear Elizabeth:

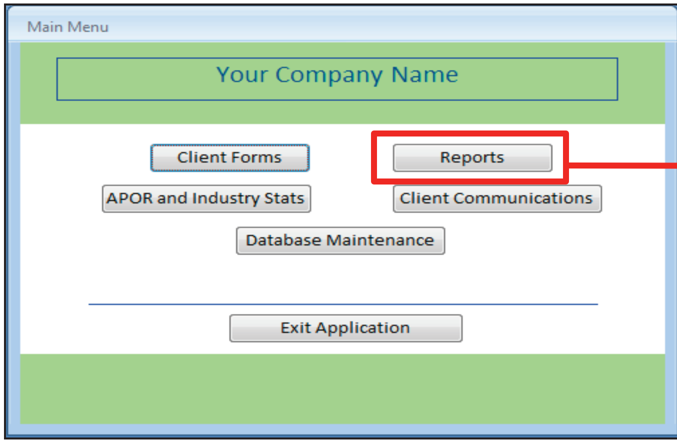
You have a birthday this month. We hope that you have a great birthday!

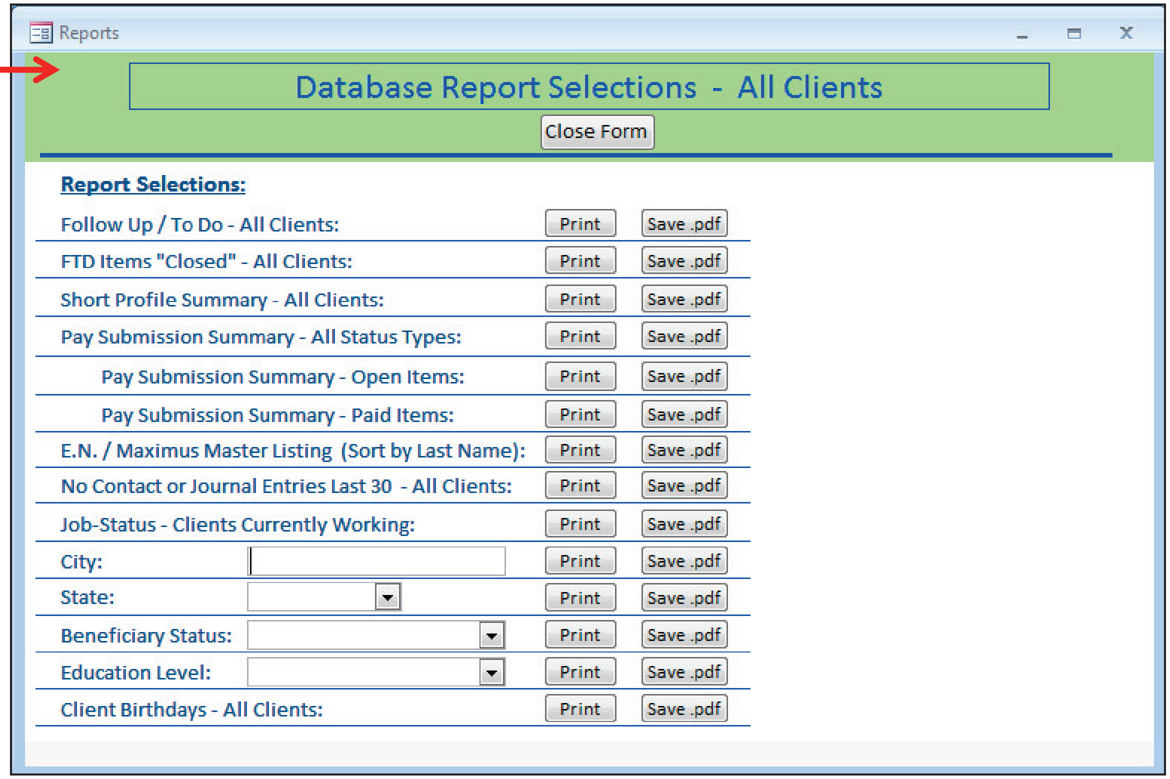
Our birthday wish for you is that we can help you meet your self-sufficiency needs. Have a great day!

Your Name
Your Company
Your Address

Any Ticket-Holder Data Shown Is Fictitious

Main Menu: Reports

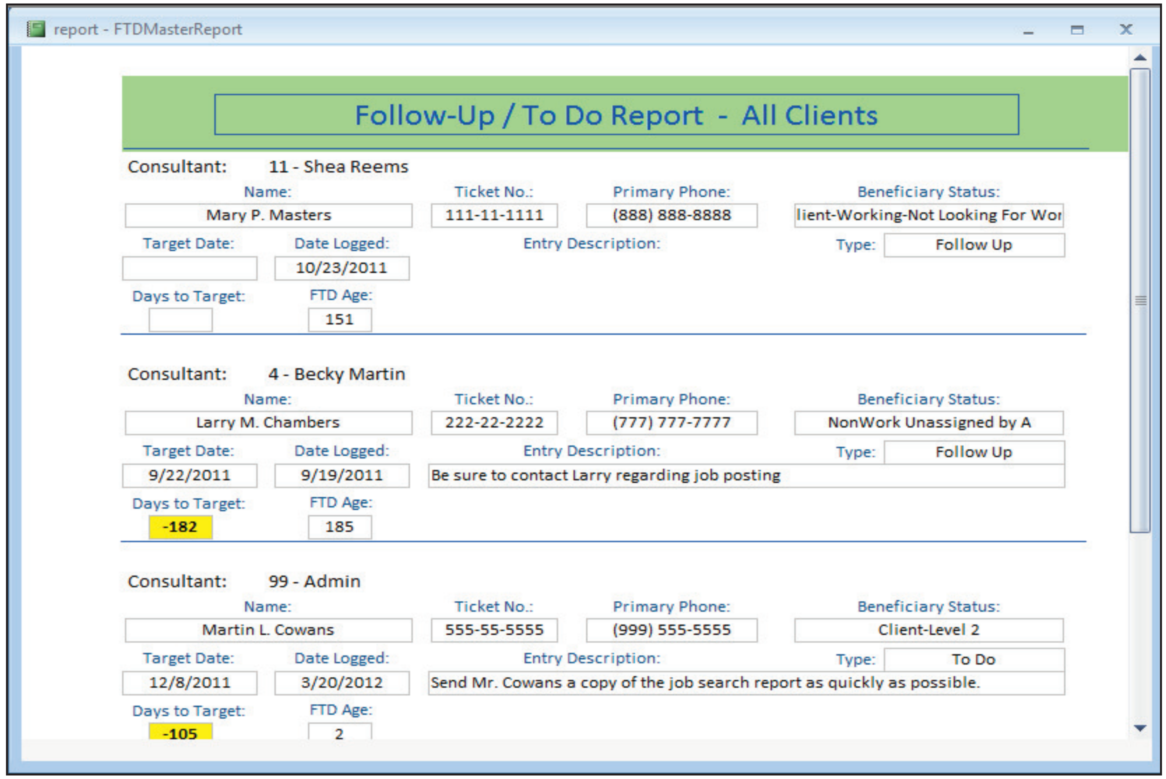




- The Reports sub-menu provides a selection of reports printed for “all” ticket-holders.
- Reports can be reviewed on-screen or printed or saved as .pdf format.

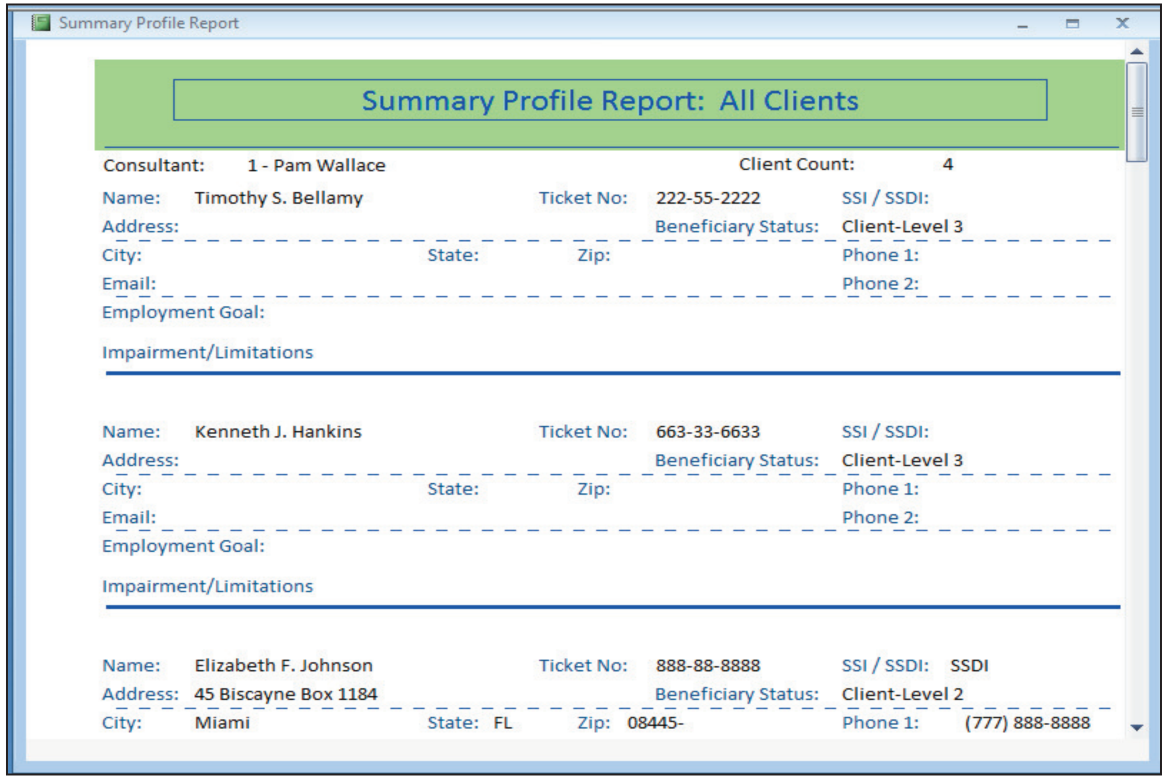
Report Example: Follow-Up / To Do Report – All Clients

- An excellent report that could be reviewed or printed each day to ensure that all tasks are being worked and are on schedule!
- Tasks behind schedule have a "Days to Target" number highlighted in yellow.



Report Example: Summary Profile – All Clients

- This report can be used to quickly view or print a brief profile of all clients in the AllPro database application.
- Name, contact info, email address, phone, employment goal and impairment – limitations are all provided on the report.



Any Ticket-Holder Data Shown Is Fictitious

Report Example: Payment Submission Summary

- A master summary of all ticket-holders for which a payment request was submitted.
- Name, SSN, Submission date, milestone-type, control number and submission status are all shown along with respective amounts submitted for payment.
- Three versions of this report are available on the "Reports" menu.

Payment Summary by Status

Payment Submission Summary

(Sorted by Consultant, Ticket Number and Date Submitted to Maximus)

Name	Ticket No.	Date Sub.	Milestone Type	Control No.	Submission Status	
Consultant: 01 - Pam Wallace						
Elizabeth F. Johnson	888-88-8888	10/03/11	P1 - M2	0007	Submitted - Pending	1,245.00
					Consultant Sub-Total	$1,245.00
Consultant: 04 - Becky Martin						
Larry M. Chambers	222-22-2222	10/03/11	Outcome	0006	Resubmitted - Pending	645.00
					Consultant Sub-Total	$645.00
Consultant: 11 - Shea Reems						
Mary P. Masters	111-11-1111	09/30/11	P1 - M1	0005	Submitted - Pending	1,250.00
Mary P. Masters	111-11-1111	10/12/11	Outcome	0002	Paid	**364.00**
					Consultant Sub-Total	$1,614.00
Consultant: 99 - Admin						
Jamie Lynn McFadden	444-33-4444	10/07/11	P1 - Multi-Pmt	0001	Submitted - Pending	2,300.00
Jamie Lynn McFadden	444-33-4444	10/11/11	P1 - M2	0004	Paid	**1,250.00**
Jamie Lynn McFadden	444-33-4444	11/02/11	Outcome	0008	Resubmitted - Pending	728.00
Martin L. Cowans	555-55-5555	08/19/11	P1 - M3	0003	Resubmitted - Pending	1,250.00
					Consultant Sub-Total	$5,528.00
					Grand Total All Consultants:	$9,032.00

Report Date: 3/21/2012 Page 1 of 1

Report Example: Master Client Listing

- A summary of all ticket-holders within the database.
- Information includes:
  - SSN
  - Name
  - State
  - Assignment date
  - Consultant number and name responsible for the ticket-holder
  - Beneficiary status

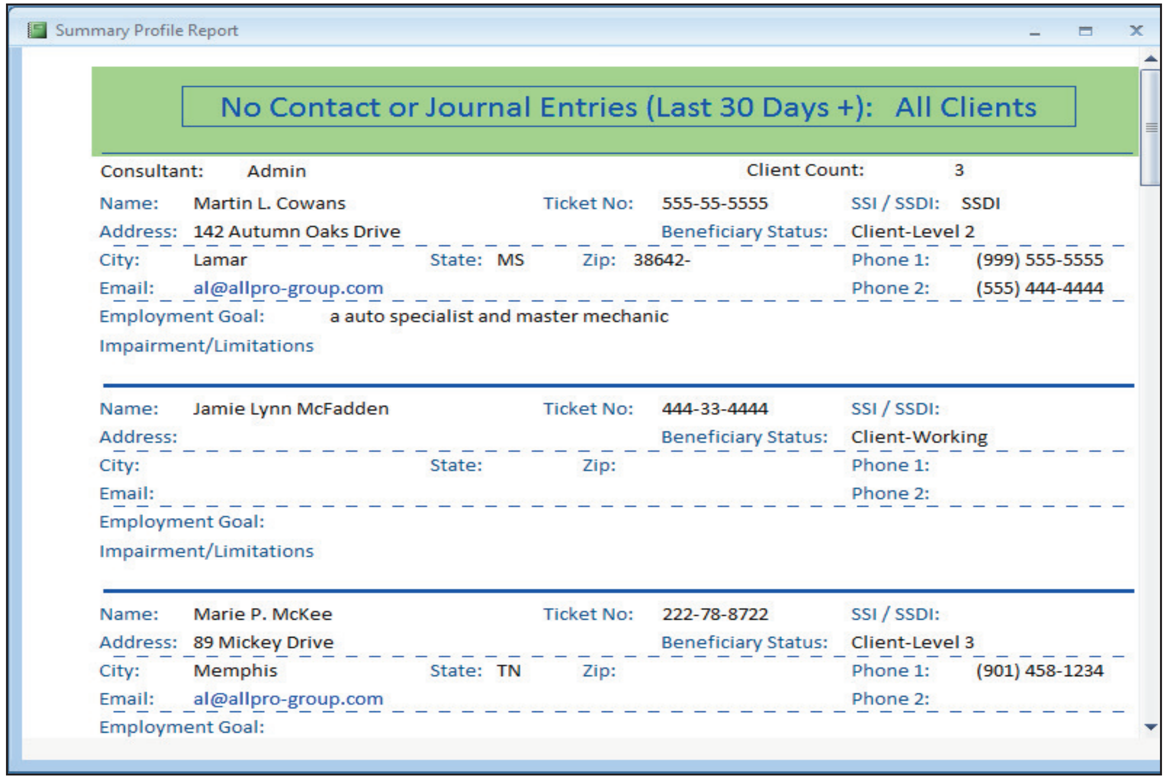
Summary Profile Report

Master Client Listing

TicketSSN:	Client Name:	State:	Assign Date:	Consultant:	Beneficiary Status:
222-55-2222	Bellamy, Timothy S.		9/6/2011	1 - Pam Wallace	Client-Level 3
111-11-1114	Brannon, Jill C.		1/5/2011	2 - Al Nichols	Client-Level 3
111-11-1115	Brooks, Mitchell K.			2 - Al Nichols	Client-Level 3
222-22-2222	Chambers, Larry M.	AZ	9/14/2011	4 - Becky Martin	NonWork Unassigned by A
555-55-5555	Cowans, Martin L.	MS	6/13/2011	99 - Admin	Client-Level 2
663-33-6633	Hankins, Kenneth J.		9/5/2011	1 - Pam Wallace	Client-Level 3
888-88-8888	Johnson, Elizabeth F.	FL	8/24/2011	1 - Pam Wallace	Client-Level 2
991-11-9991	Kinsey, Melissa S.		11/24/2011	11 - Shea Reems	Pending
111-11-1111	Masters, Mary P.	TN	9/13/2011	11 - Shea Reems	Client-Working-Not Looking
444-33-4444	McFadden, Jamie Lynn		1/30/2011	99 - Admin	Client-Working
222-78-8722	McKee, Marie P.	TN		99 - Admin	Client-Level 3
999-99-1111	Middleton, Kate M.	AL	9/1/2011	1 - Pam Wallace	Working Unassigned by Clie
448-88-8844	Peterson, Tom J.		9/30/2011	2 - Al Nichols	Pending
999-99-9999	Pizillo, Raymond J.	TX	1/15/2011	4 - Becky Martin	Client-Level 1
442-42-4422	Pujols, Albert		9/5/2011	2 - Al Nichols	Terminated - Other
222-25-2222	Riddick, Michael M.		8/10/2011	11 - Shea Reems	Client-Level 2
222-22-2225	Robison, Shannon G.	OH	8/18/2011	4 - Becky Martin	
561-56-1666	Tate, Melissa J.	GA	11/8/2011	4 - Becky Martin	Client-Level 2

Report Example: No Contact Last 30+ Days

- A very useful report to let the database administrator or user know which ticket-holders have not received any contact via U.S. Mail, email or phone in over 30 days.
- Extremely important report to ensure that SSA service and communication guidelines are being met.


Summary Profile Report

No Contact or Journal Entries (Last 30 Days +): All Clients

Consultant: Admin Client Count: 3

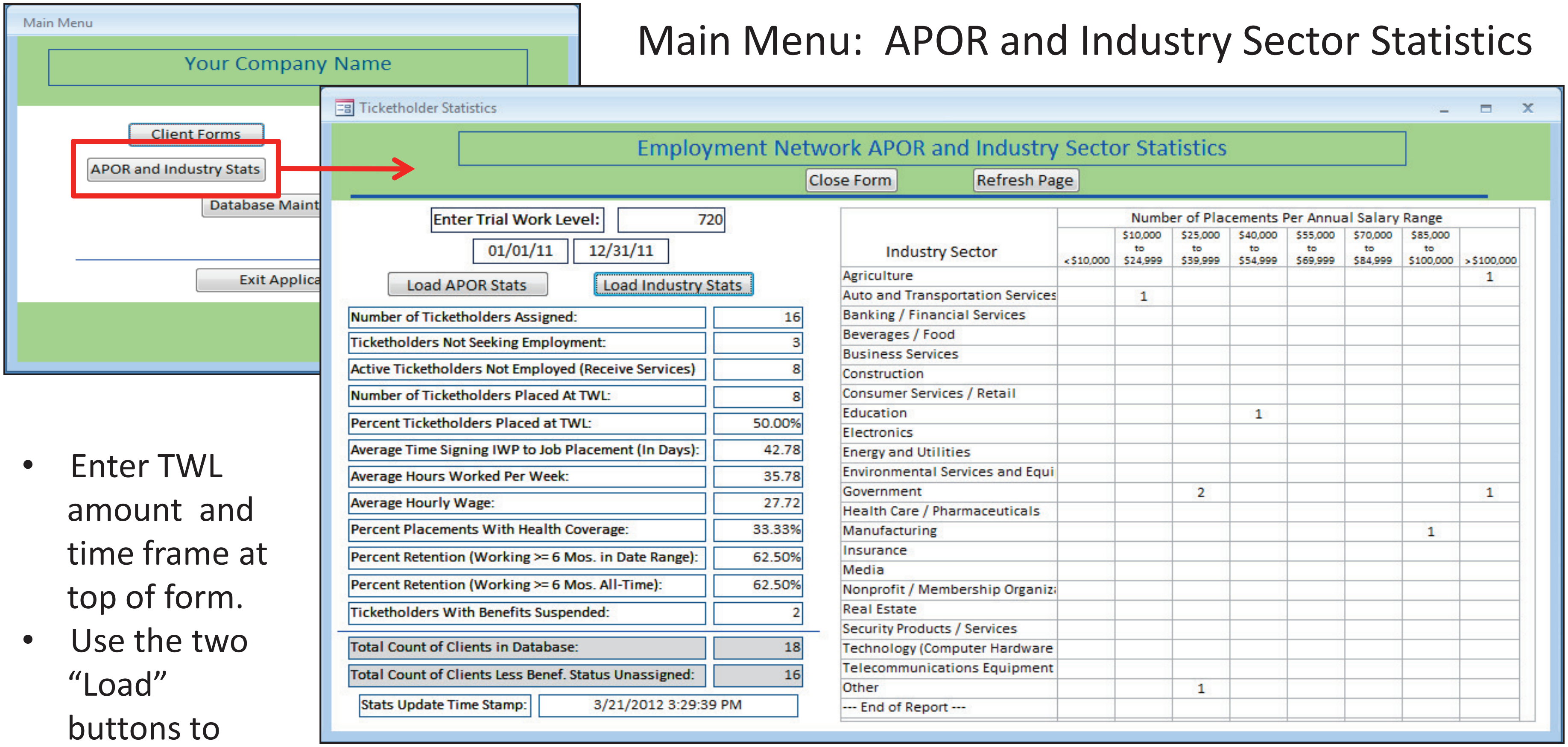
Name: Martin L. Cowans Ticket No: 555-55-5555 SSI / SSDI: SSDI
Address: 142 Autumn Oaks Drive Beneficiary Status: Client-Level 2
City: Lamar State: MS Zip: 38642- Phone 1: (999) 555-5555
Email: al@allpro-group.com Phone 2: (555) 444-4444
Employment Goal: a auto specialist and master mechanic
Impairment/Limitations

Name: Jamie Lynn McFadden Ticket No: 444-33-4444 SSI / SSDI:
Address: Beneficiary Status: Client-Working
City: State: Zip: Phone 1:
Email: Phone 2:
Employment Goal:
Impairment/Limitations

Name: Marie P. McKee Ticket No: 222-78-8722 SSI / SSDI:
Address: 89 Mickey Drive Beneficiary Status: Client-Level 3
City: Memphis State: TN Zip: Phone 1: (901) 458-1234
Email: al@allpro-group.com Phone 2:
Employment Goal:

Any Ticket-Holder Data Shown Is Fictitious

Main Menu: APOR and Industry Sector Statistics

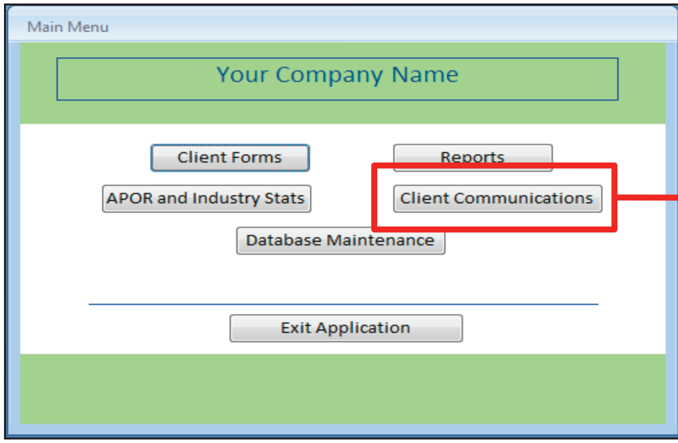


Number of Ticketholders Assigned:	16
Ticketholders Not Seeking Employment:	3
Active Ticketholders Not Employed (Receive Services)	8
Number of Ticketholders Placed At TWL:	8
Percent Ticketholders Placed at TWL:	50.00%
Average Time Signing IWP to Job Placement (In Days):	42.78
Average Hours Worked Per Week:	35.78
Average Hourly Wage:	27.72
Percent Placements With Health Coverage:	33.33%
Percent Retention (Working >= 6 Mos. in Date Range):	62.50%
Percent Retention (Working >= 6 Mos. All-Time):	62.50%
Ticketholders With Benefits Suspended:	2
Total Count of Clients in Database:	18
Total Count of Clients Less Benef. Status Unassigned:	16
Stats Update Time Stamp:	3/21/2012 3:29:39 PM

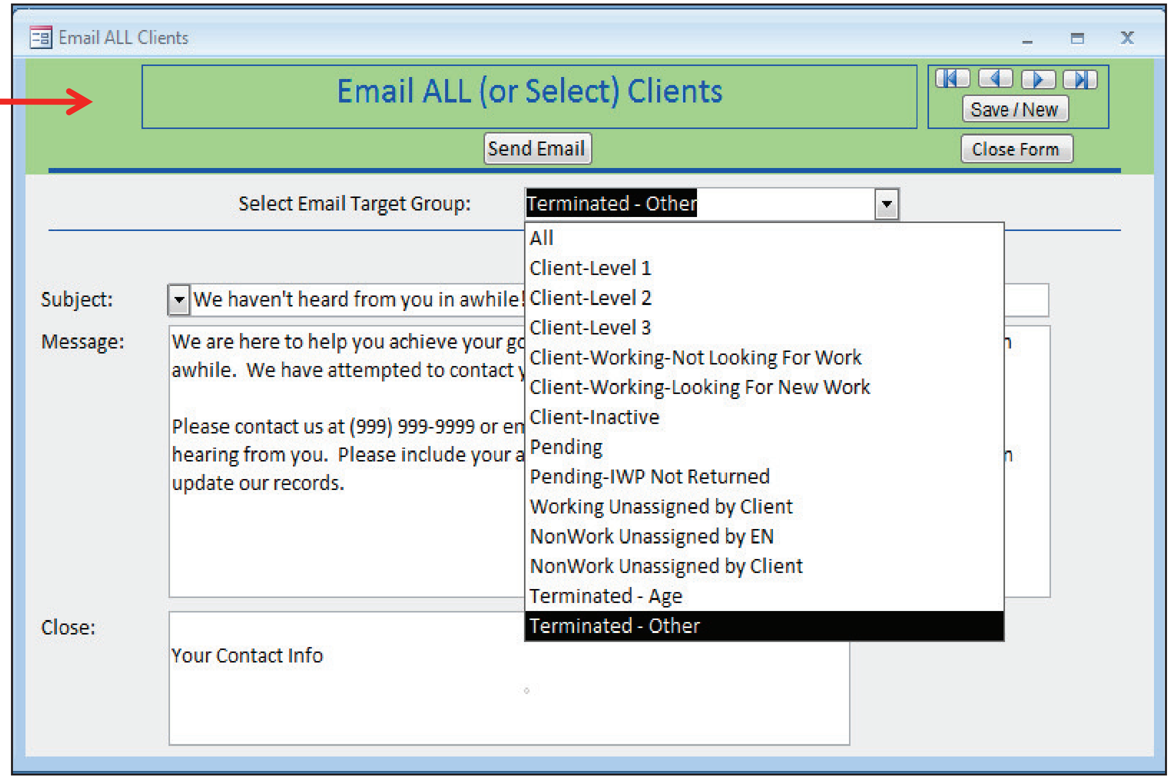
Industry Sector	Number of Placements Per Annual Salary Range							
	< $10,000	$10,000 to $24,999	$25,000 to $39,999	$40,000 to $54,999	$55,000 to $69,999	$70,000 to $84,999	$85,000 to $100,000	> $100,000
Agriculture								1
Auto and Transportation Services		1						
Banking / Financial Services								
Beverages / Food								
Business Services								
Construction								
Consumer Services / Retail								
Education				1				
Electronics								
Energy and Utilities								
Environmental Services and Equi								
Government			2					1
Health Care / Pharmaceuticals								
Manufacturing							1	
Insurance								
Media								
Nonprofit / Membership Organiz								
Real Estate								
Security Products / Services								
Technology (Computer Hardware								
Telecommunications Equipment								
Other			1					
--- End of Report ---								

- Enter TWL amount and time frame at top of form.
- Use the two "Load" buttons to perform a recalculation at any time.

An on-demand report that provides statistics and industry sector information for any time frame or trial-work-level amount entered.



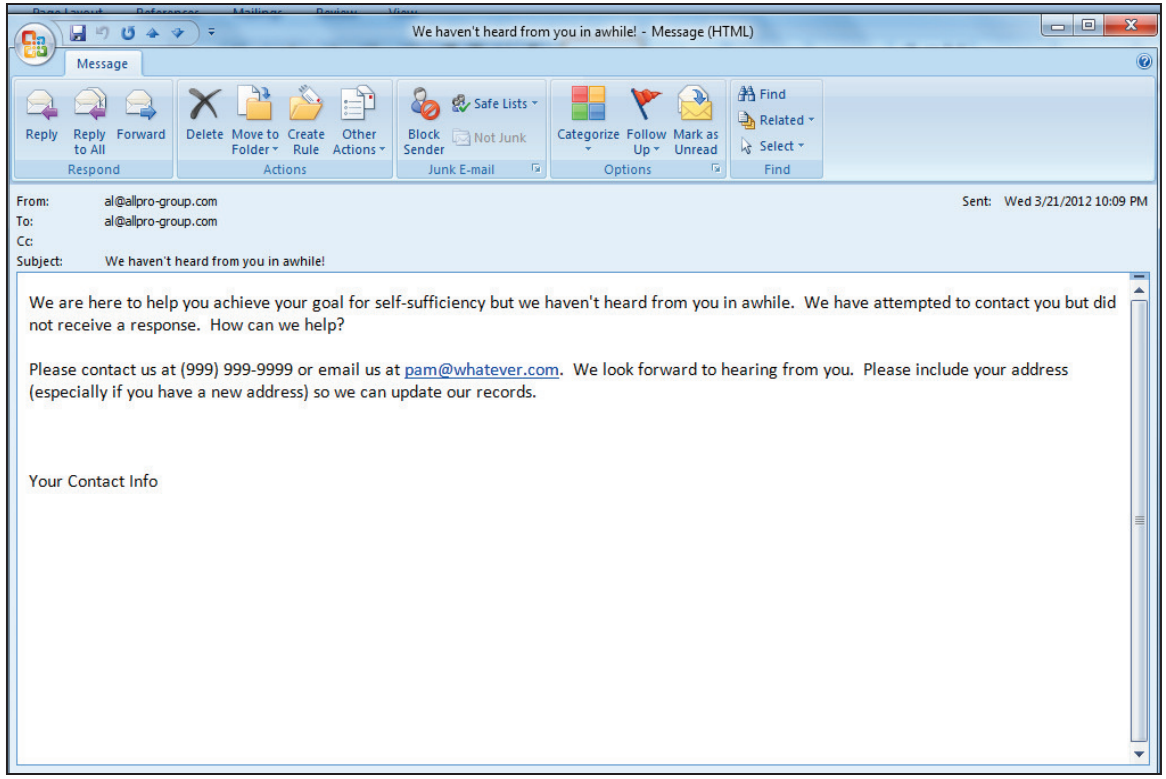
Main Menu: Client Communications



- From the Client Communications form you can send batch emails to all or a segment of your ticket-holder base.
- Emails are sent separately and discreetly.
- Each email sent is logged to the ticket-holder's journal.
- Topics can be created, edited and saved for current and future use. Create as many topics as you wish.

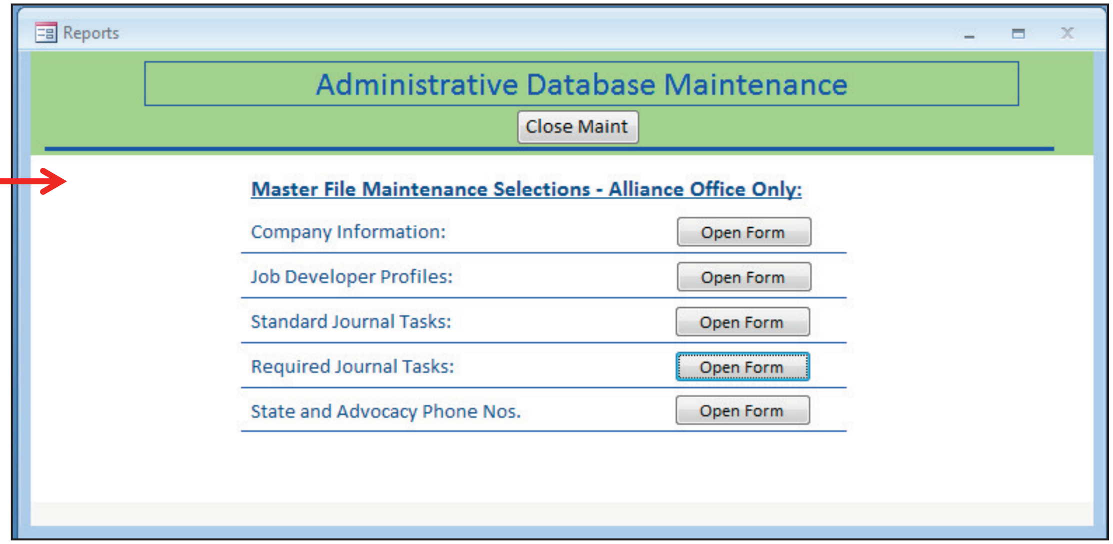
Example: Email to Ticket-Holder

- After selecting “Client Communications” from the Main Menu, the user can select a topic and a group based on beneficiary status to send the emails.
- An example of the Outlook email screen is shown to the right.
- Note that the Outlook email screen for “new” email is populated automatically by the topic selected in the AllPro application.



Any Ticket-Holder Data Shown Is Fictitious

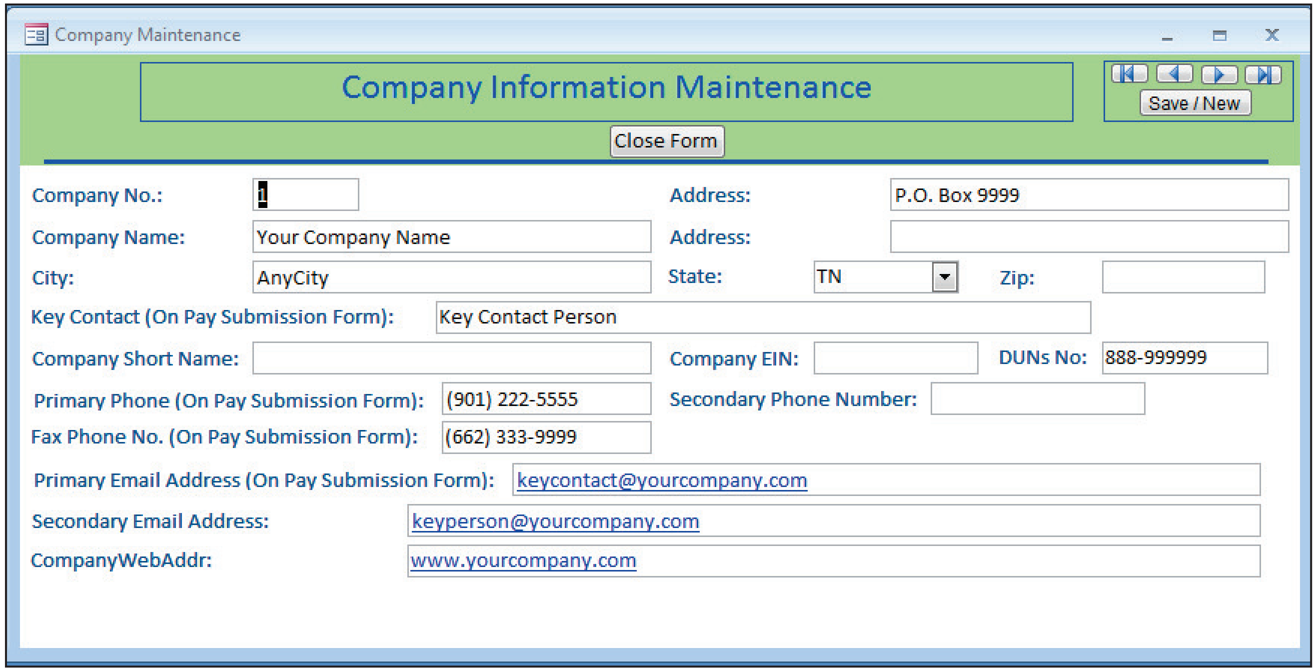
Main Menu: Database Maintenance



- In any database application, some master files must be built to allow the application to run properly.
- The Main Menu provides a database maintenance feature that allows the user / administrator an opportunity to work with five key areas:
    1. Company Information
    2. Job Developer Profiles (Consultant or employee)
    3. Standard Journal Tasks
    4. Required Journal Tasks
    5. States of Residency and State Advocacy Phone Numbers

Database Maint. – Company Information

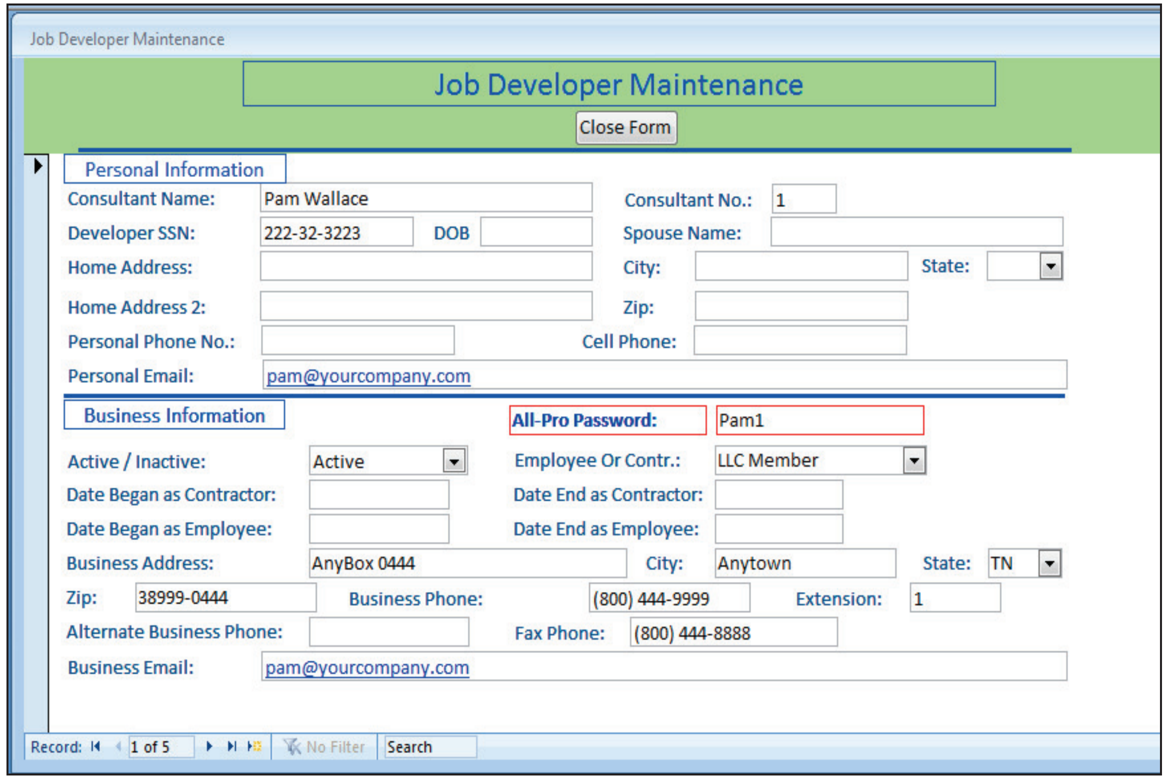
- An administrator will use this form to begin setting up the database application for first use.
- On this form, the user can provide company I.D. number, name, contact information, email addresses, web site information, IRS Employer Identification Number and DUNS number.
- The data is stored permanently and more than one company can be set up for use.
- Proper completion of this form is essential.



The data stored in the Company Information table is used throughout the application and on reports like the IWP Report, Pay Request and even letters mailed to ticket holders.

Database Maint. – Job Developer Profiles

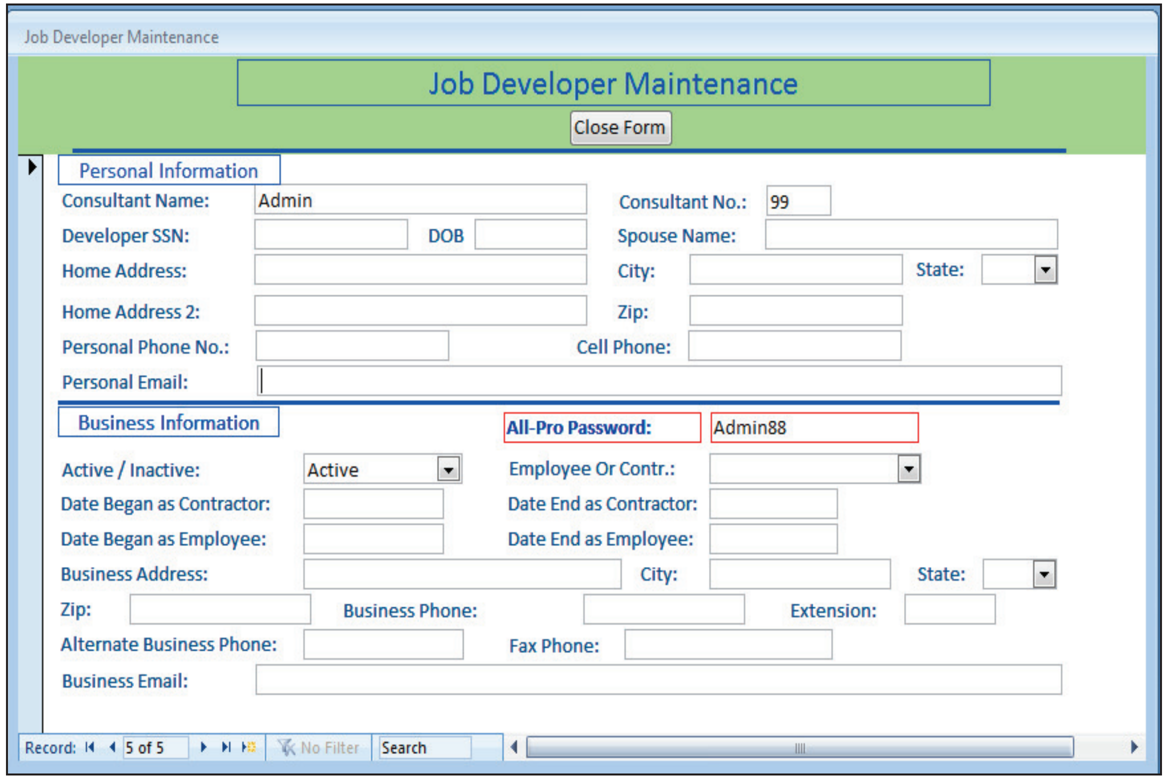
- An administrator will use this form to set up an Employment Network's staff (LLC members, consultants, employees).
- From this form, the AllPro database administrator can set up passwords for staff members who will have access to the AllPro app.
- Both personal and business contact information can be provided for as many persons as needed.
- Information is used on an assortment of reports including the IWP Report.



Important! A user must have database administrator access to access all forms. Each staff member can, however, access their respective form for editing purposes.

- A typical user, consultant or employee can only see those ticket-holders assigned to them.
- Consultant number 99, however, is reserved for Administrative tasks.
- Any person within an Employment Network having access to an "Admin" password can perform any type of database maintenance and have access to all forms, ticket-holders and reports.
- In short, an "Admin" can perform any task within the database application and see all records.

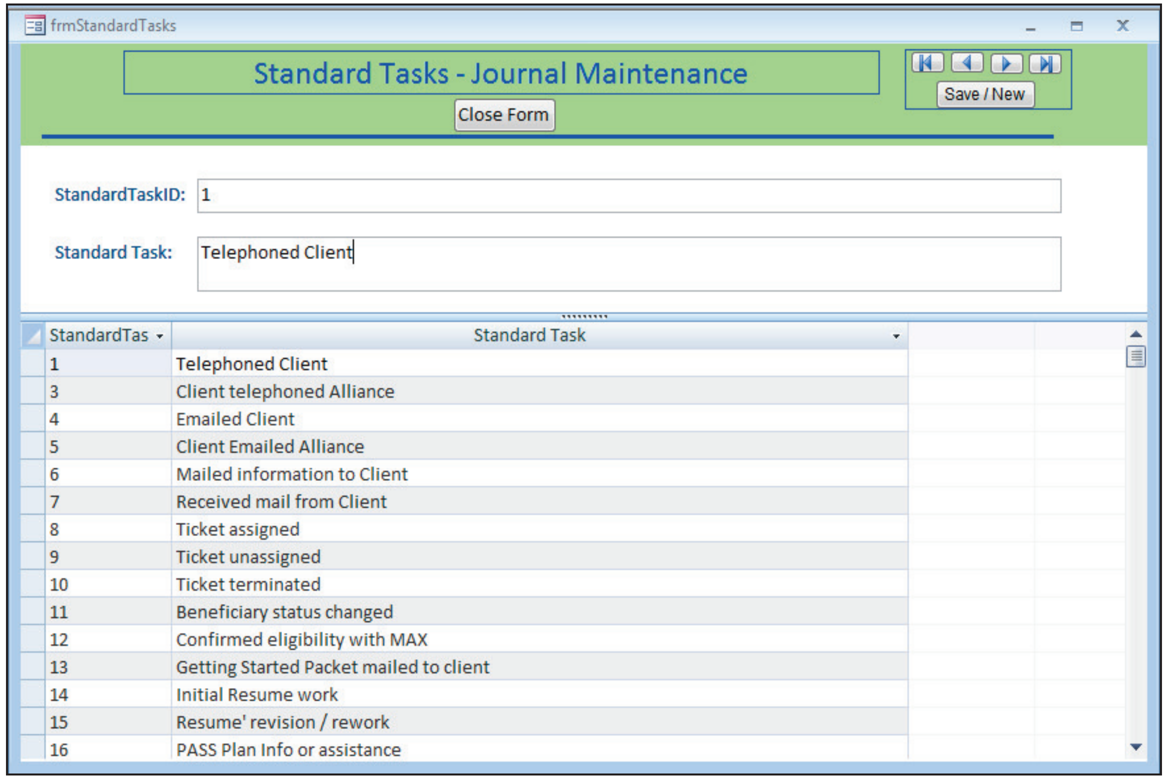
Job Developer Profiles – Using "Consultant No. 99"



Any Ticket-Holder Data Shown Is Fictitious

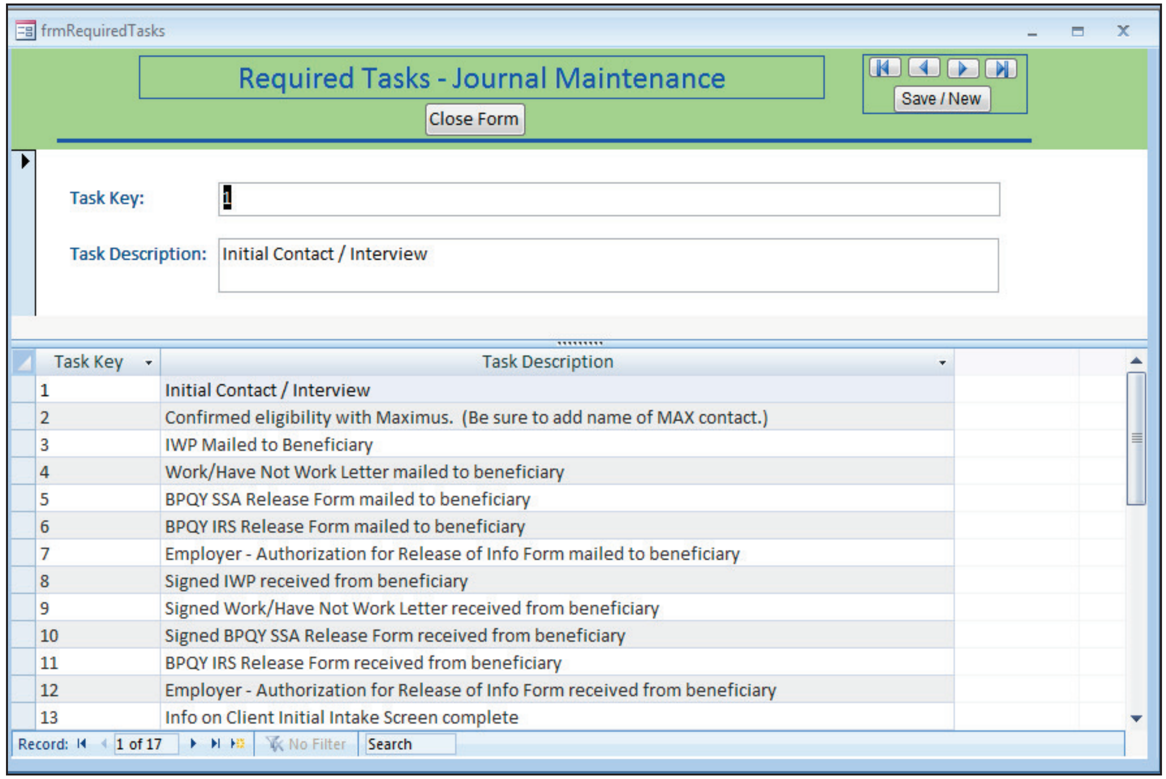
- Slide number 6 provides a good picture of the Journal Log form. On the form, you will notice a drop-down arrow for “Standard Tasks”.
- The Database Maint – Standard Journal Tasks form provides an opportunity for the Admin to add/alter/update the standard tasks that appear when the Journal drop-down box arrow is selected.
- All edits are stored within the database and will remain there until changed or edited.

Database Maint. – Standard Journal Tasks



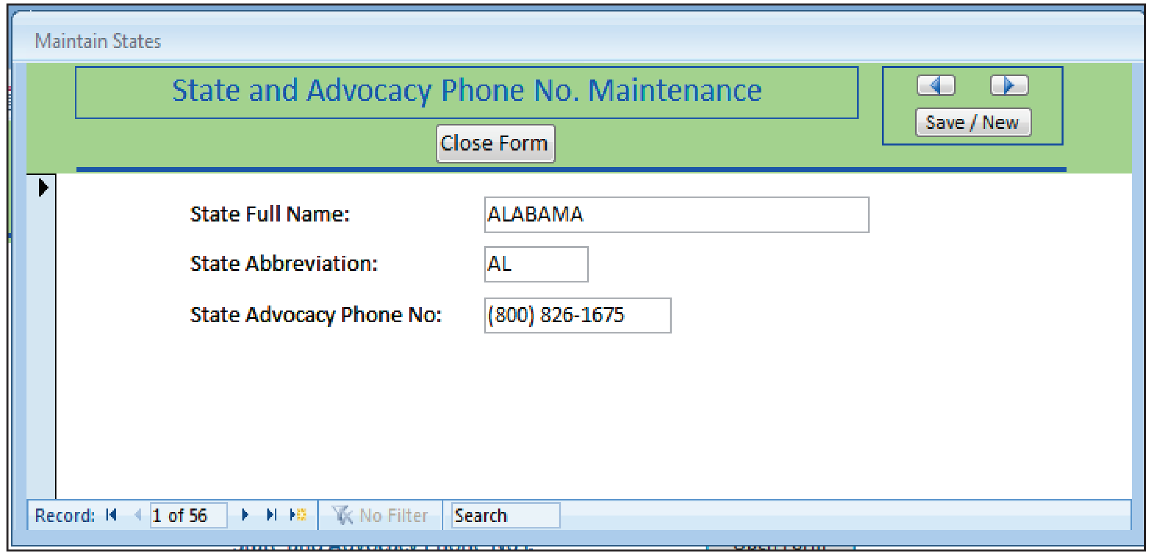
Database Maint. – Required Journal Tasks

- Functionality for this form is virtually identical to that for Standard Journal Tasks.
- The Database Maint – Required Journal Tasks form provides an opportunity for the Admin to add/alter/update the required tasks that appear when the Journal drop-down box arrow is selected.
- All edits are stored within the database and will remain there until changed or edited.



- AllPro Database Maint also provides a way to edit a table storing U.S. State descriptions, abbreviations, and State advocacy phone numbers.
- State advocacy phone numbers are required for the IWP Report.
- AllPro Release 5.0 will automatically populate the advocacy phone number on the IWP whenever a ticket-holder's mailing information (including state) is completed on the Tab 1: Personal form.
- All information is stored within the database.

Database Maint. – State and Advocacy Phone Nos.



AllPro for ENs – Deployment Configurations

It is important to note that the AllPro for ENs database application is technically a "Desktop Solution". Desktop solutions, typically, are designed to reside and operate on a single desktop PC or laptop. The AllPro application, however, is capable of more.

Deployment opportunities differ, EN to EN. Below are three key possibilities:

1. Single User / Single Business Office Location,
2. Multiple Users / Single Business Office Location,
3. Multiple Users / Multiple Business Office Locations.

A possible solution does exist for each scenario and those will be discussed in the following slides. Keep in mind that the underlying MicroSoft application needed to run AllPro for Employment Networks is MicroSoft Access 2010. For best performance, use the Windows 7 operating system (fully updated) and a PC or Laptop having 4GB or more of internal memory (RAM).

Deployment Configuration: Single User / Single Business Office Location

This is the most simple, least complex and least expensive configuration.

Potential Configuration:

- 1 Desktop PC or Laptop (Windows 7 Operating System)
- 1 External Storage Device (for backup purposes)
- 1 MicroSoft Office Professional 2010 License (includes MicroSoft Access)
- 1 AllPro for ENs software license
- Access to a voice/data (i.e. internet) provider (either a link to a cable, DSL hookup or a broadband device that provides a local "hot spot" for voice/data access). This is needed for email/internet and will enable the user to take advantage of the AllPro app's email features.

Note: above configuration does not include standard necessities such as telephones, fax machines or printers (all needed for a typical EN).

Deployment Configuration: Multi-Users / Single Business Office Location

This configuration is a bit more complex and requires more resources.

Potential Configuration:

- 2 or more Desktop PCs or Laptops (Windows 7 Operating System) with one of the PCs acting as a central network server to host the AllPro application
- 1 External Storage Device (for backup purposes)
- 2 or more MicroSoft Office Professional 2010 Licenses (includes MicroSoft Access)
- 1 AllPro for ENs software license (1 license agreement provides for unlimited copies within a single Employment Network)
- Access to a voice/data (i.e. internet) provider (either a link to a cable, DSL hookup or a mobile broadband device that provides a local "hot spot" for voice/data access). This is needed for email/internet and will enable the user to take advantage of the AllPro app's email features.
- 1 Wireless (or Wired) network router.

Note: above configuration does not include standard necessities such as telephones, fax machines or printers (all needed for a typical EN).

Deployment Configuration: Multi-Users / Multi-Business Office Locations

This configuration is even more complex, requires more equipment and access to a MicroSoft SharePoint Services site. System performance can be impacted by SharePoint site space limitations and internet service / network speed.

Potential Configuration:

- 2 or more Desktop PCs or Laptops (Windows 7 Operating System) having development access to a SharePoint site
- 1 or more External Storage Devices (for backup purposes)
- 2 or more MicroSoft Office Professional 2010 Licenses (includes MicroSoft Access)
- 1 AllPro for ENs software license (1 license agreement provides for unlimited copies within a single Employment Network)
- Access to a voice/data (i.e. internet) provider (either a link to a cable, DSL hookup or a mobile broadband device that provides a local "hot spot" for voice/data access). This is needed for email/internet and will enable the user to take advantage of the AllPro app's email features.
- 1 Wireless (or Wired) network router (possibly more for satellite locations)
- Access to a SharePoint site

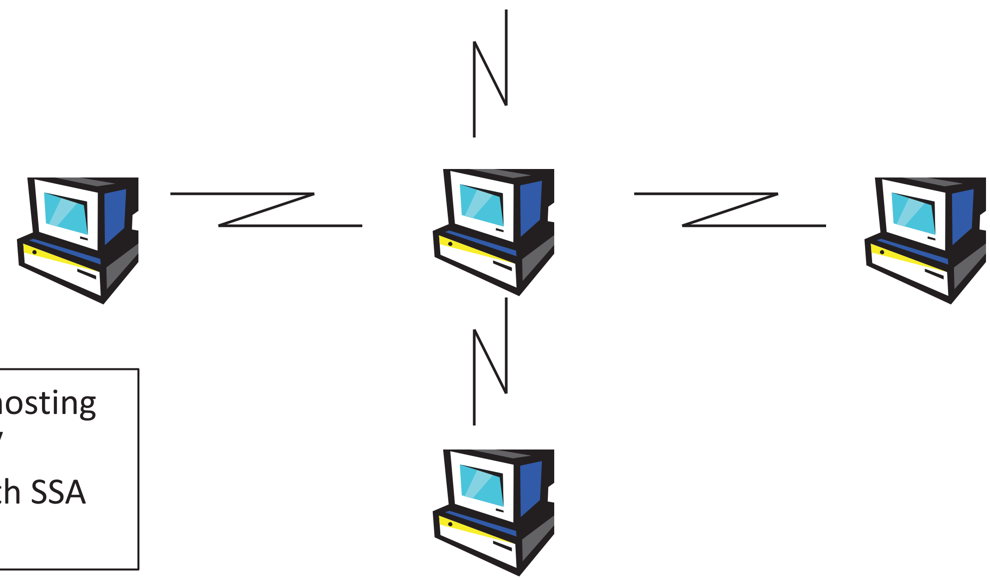
Note: above configuration does not include standard necessities such as telephones, fax machines or printers (all needed for a typical EN).

Example: MicroSoft SharePoint – Access Configuration

MicroSoft SharePoint provides methodology to host a MicroSoft Access database application with data that can be shared via web technology.

MicroSoft SharePoint has the capability to host the entire Access application or database table data (known as “lists”) or both. Once a SharePoint hosting service is selected with proper security, the hosting process can be initiated directly from the MicroSoft Access application.

In this example, multi-users from disparate locations can all engage the SharePoint / Access application via a web portal.



NOTE: 1) system performance can be impacted by hosting site space limitations and internet service provider / network speed, and 2) hosted sites must comply with SSA security guidelines.

About A-Tek and AllPro:

A-Tek Services LLC is owned and managed by Al Walker, President and CEO. The company was established for the purpose of developing software applications for small businesses.

A-Tek developed and tested the AllPro for Employment Networks database application and received outstanding requirements direction and support from Pam Walker, President and CEO of Alliance Professional Services LLC, an Employment Network established in the state of Tennessee. Since implementation of AllPro, Alliance and a growing number of other AllPro users have provided valuable input to ensure the application meets rigorous program and security guidelines.

Al Walker, President and CEO of A-Tek Services LLC:

- Certified Public Accountant, State of Tennessee
- Master of Science, Accounting and Computer Information Systems, University of Memphis
- BBA, Accounting and Finance, University of Memphis
- Controller and Vice President for two Memphis, TN manufacturing companies
- Sales Analysis Manager, Coca Cola Enterprises, Inc., Mid-South Division
- Manager Information Technology, Federal Express Corporation and FedEx Services, Memphis, TN (12 years of global computer systems development for finance, sales, revenue systems)
- Over 30 years of management experience in accounting, finance, internal controls, project management, global information technology, database development, Electronic Data Interchange (EDI) development, web technologies, sales support and dashboard reporting technologies
- Extensive experience with human resource, INS, EEO, hiring practices and team-building programs

Questions?

Contact Al Walker, A-Tek Services LLC via Email – al@allpro-group.com